



## BOARD OF DIRECTORS

Raynette Gregory, President                      Anthony Kalvans, Vice-President  
Ward Roney, Director                              Hector Palafox, Director                      Vacancy, Director

### **SPECIAL MEETING AGENDA** **Open Session 7:00 PM - then convene to Closed Session** **601 12th Street San Miguel, CA Date: 12-15-2022**

**Cell Phones:** As a courtesy to others, please silence your cell phone or pager during the meeting and engage in conversations outside the Boardroom.

**Americans with Disabilities Act:** If you need special assistance to participate in this meeting, please contact the CSD Clerk at (805) 467-3388. Notification 48 hours in advance will enable the CSD to make reasonable arrangements to ensure accessibility to this meeting.

**Public Comment:** Sign in sheet at podium for public comment. Comments are **limited to three minutes**, unless you have registered your organization with CSD Clerk prior to the meeting. If you wish to speak on an item not on the agenda, you may do so under item "Public Comment and Communications for items not on the agenda". Person(s) who wish to submit written correspondence, may do so at [www.sanmiguelcsd.org](http://www.sanmiguelcsd.org). All correspondence is distributed to each Board Director and will become part of the record of that board meeting. Any member of the public may address the Board of Directors on items on the consent calendar.

**Meeting Schedule:** Regular Board of Director meetings are held on the fourth Thursday of each month at 7:00 P.M. Agendas are also posted at: [www.sanmiguelcsd.org](http://www.sanmiguelcsd.org)

**Agendas:** Agenda packets are available for public inspection 72 hours prior to the scheduled meeting at the Posting Board/ San Miguel CSD office, during normal business hours. Any agenda-related writings or documents provided to a majority of the Board of Directors after distribution of the agenda packet are available for public inspection at the same time.

1. **Call to Order**
2. **Roll Call**
3. **Approval of Special Meeting Agenda**
4. **Pledge of Allegiance**

**5. Public Comment and Communications for items not on the agenda** *Persons wishing to speak on a matter not on the agenda may be heard at this time; however, no action will be taken until placed on a future agenda. Speakers are **limited to three minutes**. Please sign in with name and address at podium.*

**6. Special Presentations/Public Hearings/Other**

1. Presentation of Certificate of Appreciation for Public Service to Robert Roberson, Retiring Fire Chief by Resolution 2022-60 San Miguel Community Services District and the County Board of Supervisor John Peschong, and Assemblymember Jordan Cunningham's Office (Parent)

Present Retired Fire Chief Robert Roberson with Resolution from the San Miguel CSD and Certificate of Appreciation from San Luis Obispo County Supervisor John Peschong (attending) and Certificate of recognition from Assemblymember Jordan Cunningham's Office (absent).

2. Presentation of Certificate of Appreciation for Public Service to Hector Palafox, Retiring Board of Director, by RESOLUTION 2022-61 San Miguel Community Services District and the County Board of Supervisor John Peschong. (Parent)

Present Director Palafox with Resolution from the San Miguel CSD and from San Luis Obispo County Supervisor John Peschong office.

3. Swearing in & Oath of Office (Dodds)

Administering the Oath of Office to newly elected Board members: Owen Davis and Rod Smiley (2)

4. Election of Board Officers and Board Appointments for 2023 (Dodds)

Nominate and Elect Board of Director Officers for 2023:

A.1. President

A.2 Vice-President

**7. Non-District Reports**

1. Community Service Organizations

Verbal

2. San Luis Obispo County Organizations

Verbal/Report

3. Camp Roberts—Army National Guard

Verbal

**8. Staff & Committee Reports - Receive & File**

1. General Manager  
Receive verbal report
2. District Counsel  
Receive verbal report
3. District Utilities  
Receive and File
4. Fire Chief Report  
Receive and File

**9. Consent Calendar** *The items listed below are scheduled for consideration as a group and one vote. Any Director may request an item be withdrawn from the Consent Agenda to discuss or to change the recommended course of action. Unless an item is pulled for separate consideration by the Board, the following items are recommended for approval without further discussion*

1. 10-27-2022 Draft Regular Meeting Minutes (Parent)  
Receive and File
2. 11-17-2022 Draft Special Meeting Minutes (Parent)  
Receive and File
3. Authorize the General Manager to act as authorized representative for Clean Water State Revolving Fund Grants for the Machado Wastewater Treatment Facility Construction Funding (Dodds)  
  
Approve RESOLUTION 2022-62 authorizing the General Manager, Kelly Dodds to act as authorized representative for Clean Water State Revolving Fund Grants for the Machado Wastewater Treatment Facility Construction Funding.
4. Authorized representative for Prop1 Round 2 IRWM funding (Dodds)  
  
Approve Resolution 2022-69 designating the General Manager as the authorized representative for the PROP 1 Round 2 IRWM funding application and award.
5. SAFER Grant Applicant Approval by RESOLUTION 2022-63(Young)  
  
Review and approve Resolution 2022-63 appointing the District Fire Chief as the representative in all matters relating to the SAFER Grant process.

**10. Board Action Items**

1. Financial Reports - November 2022 (Hido)

Review, Discuss and Receive the Enumeration of Financial Reports for November 2022. The Financial Reports are for review and information. After the Audit a final Financial Report will be presented.

2. Establish calendar year 2023 regular Board of Director meeting dates (Dodds)

Review and approve RESOLUTION 2022-65 establishing regular board meeting dates for calendar year 2023

3. Contract amendment for the Safety Category with CalPERS (Dodds)

Review and approve RESOLUTION 2022-68 Amending the contract between the Board of Administration California Public Employees Retirement System and the Board of Directors San Miguel Community Services District.

4. Discussion on SLT Tank and Booster Pump Station project.

Discuss the SLT Tank and Booster Pump Station project and provide direction to the General Manger

5. SLT Tank and Booster Pump application preparation (Dodds)

Approve RESOLUTION 2022-66 authorizing the General Manager to contract with Water Systems Consulting in an amount not to exceed \$22,960 to prepare a grant application for the SLT Tank and Booster Pump project.

6. Tank inspection and coating repair contract with Advantage Technical Services. (Dodds)

Approve RESOLUTION 2022-64 authorizing the General Manager to contract with Advantage Technical Services.

7. Funding agreement between the County of San Luis Obispo and San Miguel Community Service District. (Dodds)

Adopt RESOLUTION 2022-70 approving a funding agreement between the County of San Luis Obispo and San Miguel Community Services District for implementation of the Recycled Water Supply Project under Grant Agreement No. 4600014639 between the California Department of Water Resources (“DWR”) and the County of San Luis Obispo and authorizing the General Manager to execute and administer the funding agreement

8. Recycle water line design and engineering contract (Dodds)

Approve RESOLUTION 2022-67 authorizing the General Manager to contract with Water Systems Consulting (WSC) for the design and engineering of the recycled water line from the Machado WWTF to vineyards as is described in the grant awarded to by DWR.

9. Fire Department Code Enforcement Violation (Young)

Proceed with the correctional measures to resolve the Code Enforcement Notice of Violation

for the existing conditions at the San Miguel Fire Station.

**10. Fire Department Temporary Housing Unit (Young)**

Continue discussion on the process required to provide a Temporary Fire Department Staffing Housing Unit including space for a Sheriff's Beat Station

**11. Board Comment** *This section is intended as an opportunity for Board members to make brief announcements, request information from staff, request future agenda item(s) and/or report on their own activities related to District business. No action is to be taken until an item is placed on a future agenda.*

**12. Adjourn to Closed Session/Closed Session Agenda:** *Public comment for items on closed session agenda.*

1.

**CONFERENCE WITH LABOR NEGOTIATORS**

Agency designated representative: Kelly Dodds, General Manager / Douglas L. White, General Counsel

Represented Employee union: San Miguel Employee Association (SMEA)

Discussion

**2. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:1

Discussion

**13. Report out of Closed Session:**

**14. Adjournment to Next Regular Meeting - January 26th 2023**

ATTEST:

STATE OF CALIFORNIA )  
COUNTY OF SAN LUIS OBISPO ) SS.  
COMMUNITY OF SAN MIGUEL )

I, Tamara Parent, Board Clerk of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCS D office.

Date:

Raynette Gregory, SMCS D Board President 2022  
Kelly Dodds, SMCS D General Manager  
Tamara Parent, SMCS D Board Clerk

**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 6.1**

**SUBJECT:** Presentation of Certificate of Appreciation for Public Service to Robert Roberson, Retiring Fire Chief by Resolution 2022-60 San Miguel Community Services District and the County Board of Supervisor John Peschong, and Assemblymember Jordan Cunningham's Office (Parent)

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**SUGGESTED ACTION:**

Present Retired Fire Chief Robert Roberson with Resolution from the San Miguel CSD and Certificate of Appreciation from San Luis Obispo County Supervisor John Peschong (attending) and Certificate of recognition from Assemblymember Jordan Cunningham's Office (absent).

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**DISCUSSION:**

SMCSD Present Resolution to recognize and honor Robert Roberson. *read resolution*

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**FISCAL IMPACT:**

None

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**PREPARED BY:** Tamara Parent

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## Resolution 2022-60

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT RECOGNIZING AND HONORING ROBERT E. ROBERSON FOR OVER 10 YEARS OF DEDICATED SERVICE

WHEREAS, Robert Roberson, after rendering honorable and valuable services to the San Miguel Community Services District and its citizens as the Fire Chief since January 1, 2012; and

WHEREAS, Robert Roberson has served as the Interim General Manager from 2018 to 2022; and

WHEREAS, Robert Roberson demonstrated his commitment and dedication to the San Miguel Community Services District and its residents, by providing leadership and service to the District; through his knowledge and experience; and

WHEREAS, Robert Roberson throughout the time of his leadership successfully recruited Volunteer Fire Personnel and provided them with quality Fire and Emergency Response Training; and

WHEREAS, Robert Roberson ensured there was the highest of quality and the most modern of emergency response and safety equipment, to provide the Fire Department members and the residents of San Miguel with superior fire and emergency service protection; and

WHEREAS, Robert Roberson ensured the future success of the Fire Department with his conservative budgeting and through his work with other Fire Departments generated a respectable reputation for San Miguel Fire within the Firefighting community; and

WHEREAS, Robert Roberson cared for the mental wellbeing of San Luis Obispo County Emergency Responders and Community Members after they experienced traumatic critical incidents through his peer support, response, training, and leading the Critical Incident Stress Management Team of San Luis Obispo County; and

WHEREAS, Robert Roberson throughout his leadership showed compassion, honesty, integrity and trust by providing around the clock emergency response coverage, and by taking an active role in the community with his charitable work and leadership, thereby generating goodwill and having a positive impact on the San Miguel Community Services District; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Miguel Community Services District wishes to recognize and honor Robert E. Roberson for his ten plus years of outstanding and dedicated service to the entire community.

On the Motion of Director \_\_\_\_\_, Seconded by Director \_\_\_\_\_, and on the following roll call vote:

AYES:

NOES:

ABSENT:

The foregoing Resolution is hereby passed and adopted on the 15<sup>th</sup> day of December 2022.

\_\_\_\_\_  
Raynette Gregory, President

\_\_\_\_\_  
Anthony Kalvans, Vice President

\_\_\_\_\_  
Ward Roney, Director

ATTEST:

\_\_\_\_\_  
Hector Palafox, Director

\_\_\_\_\_  
Kelly Dodds, General Manager

APPROVED AS TO FORM:

\_\_\_\_\_  
Scott Young, Fire Chief

\_\_\_\_\_  
Douglas L. White, District General Counsel

\_\_\_\_\_  
Tamara Parent, Board Clerk

**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 6.2**

**SUBJECT:** Presentation of Certificate of Appreciation for Public Service to Hector Palafox, Retiring Board of Director, by RESOLUTION 2022-61 San Miguel Community Services District and the County Board of Supervisor John Peschong. (Parent)

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**SUGGESTED ACTION:**

Present Director Palafox with Resolution from the San Miguel CSD and from San Luis Obispo County Supervisor John Peschong office.

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**DISCUSSION:**

Director Palafox was elected to The Board of Directors (“Board”) of San Miguel Community Services District (“District”) on December 2018 and served one term of four years. The SMCS D would like to present a Certificate of Appreciation for Public Service to Hector Palafox, *read resolution*

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**FISCAL IMPACT:**

None

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PREPARED BY: Tamara Parent

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Resolution 2022-61

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT RECOGNIZING AND HONORING HECTOR PALAFOX FOR FOUR YEARS OF DEDICATED SERVICE

WHEREAS, Hector Palafox was elected to the San Miguel Community Services District Board of Directors in November 2018 and has served on the Board of Director for 4 years; and

WHEREAS, Hector Palafox honored the position of Director by being educated and prepared at each District Board of Directors meeting throughout his term; and

WHEREAS, Hector Palafox demonstrated his commitment and dedication to the San Miguel Community Services District; through his knowledge and experience and service for many District wide projects and facilities; and

WHEREAS, Hector Palafox is leaving the District having made a positive impression of the San Miguel Community Services District; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Miguel Community Services District does hereby recognize Hector Palafox for his Four years of dedicated service to the San Miguel Community Services District and the entire community.

On the Motion of Director \_\_\_\_\_, Seconded by Director \_\_\_\_\_, and on the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

The foregoing Resolution is hereby passed and adopted the 15<sup>th</sup> day of December 2022.

\_\_\_\_\_  
Raynette Gregory, President Board of Directors

\_\_\_\_\_  
Anthony Kalvans, Vice President

\_\_\_\_\_  
Ward Roney, Director

ATTEST:

\_\_\_\_\_  
Kelly Dodds, General Manager

\_\_\_\_\_  
Scott Young, Fire Chief

\_\_\_\_\_  
Tamara Parent, Board Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Douglas L. White, District General Counsel

**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 6.3**

**SUBJECT:** Swearing in & Oath of Office (Dodds)

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**SUGGESTED ACTION:**

Administering the Oath of Office to newly elected Board members: Owen Davis and Rod Smiley (2)

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**DISCUSSION:**

Administer Oath of Office for each new Board Member

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**FISCAL IMPACT:**

None

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**PREPARED BY:** Tamara Parent

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# Certificate of Appointment and Oath of Office

State of California )  
 ) ss.  
County of San Luis Obispo )

I, Tamara Parent, Board Clerk of the San Miguel Community Services District, County of San Luis Obispo, State of California, hereby certify that at a Special meeting of district held at 601 12<sup>th</sup> Street, San Miguel California on the 15<sup>th</sup> day of December 2022; OWEN DAVIS who resides at 1401 Prado Place, San Miguel California was elected to the office of DIRECTORS, SAN MIGUEL COMMUNITY SERVICES DISTRICT for the term from 12/07/2022 to 12/07/2026 as appears by the records of said district now in my custody.

**IN WITNESS WHEREOF, I hereunto affix my hand and Seal**  
of said district this 15<sup>th</sup> day of December 2022

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Tamara Parent, Board Clerk

State of CALIFORNIA )  
 ) ss.  
County of San Luis Obispo )

I, OWEN DAVIS, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservations or purpose of evasion; that I will well and faithfully discharge the duties upon which I am about to enter.

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*Owen Davis Signature*

Subscribed and sworn before me, this 15<sup>th</sup> day of December 2022,

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Signature

Kelly Dodds, SMCS D General Manager

# Certificate of Appointment and Oath of Office

State of California )  
 ) ss.  
County of San Luis Obispo )

I, Tamara Parent, Board Clerk of the San Miguel Community Services District, County of San Luis Obispo, State of California, hereby certify that at a Special meeting of district held at 601 12<sup>th</sup> Street, San Miguel California on the 15th day of December 2022; ROD SMILEY who resides at 861 AVENIDA VISTA, San Miguel California was elected to the office of DIRECTORS, SAN MIGUEL COMMUNITY SERVICES DISTRICT for the term from 12/07/2022 to 12/07/2026 as appears by the records of said district now in my custody.

**IN WITNESS WHEREOF, I hereunto affix my hand and Seal**  
of said district this 15<sup>th</sup> day of December 2022

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Tamara Parent, Board Clerk

State of CALIFORNIA )  
 ) ss.  
County of San Luis Obispo )

I, ROD SMILEY, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservations or purpose of evasion; that I will well and faithfully discharge the duties upon which I am about to enter.

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*ROD SMILEY Signature*

Subscribed and sworn before me, this 15th day of December 2022,

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Signature

Kelly Dodds, SMCSO General Manager

## Board of Directors Staff Report

December 15, 2022

**AGENDA ITEM: 6.4**

**SUBJECT:** Election of Board Officers and Board Appointments for 2023 (Dodds)

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**SUGGESTED ACTION:** Nominate and Elect Board of Director Officers for 2023:

A.1. President

A.2 Vice-President

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**DISCUSSION:**

The Board of Directors (“Board”) of San Miguel Community Services District (“District”) elected Raynette Gregory to serve as Board President in December of 2021. This term expires in December 2022.

The Board of Directors (“Board”) of San Miguel Community Services District (“District”) elected Anthony Kalvans to serve as Board Vice-President in December 2021. This term expires in December 2022

District Board Rules & By laws provides for the annual election of Board officers, specifically President and Vice-President. Chapter 2.C of the District Board By-laws states that *The President and Vic-President of the Board shall be elected annually at the first regular meeting in December.* No Specific procedures for nomination and election of officers are delineated.

**Current Officers:**

President: Raynette Gregory

Vice-President: Anthony Kalvans

**Nominations:**

President: \_\_\_\_\_ S: \_\_\_\_\_

Vice-President: \_\_\_\_\_ S: \_\_\_\_\_

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**FISCAL IMPACT:**

None

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**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 7.1**

**SUBJECT:** Community Service Organizations

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**SUGGESTED ACTION:** Verbal

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**DISCUSSION:**  
Verbal/Report.

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**FISCAL IMPACT:**  
None

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**PREPARED BY:** Tamara Parent

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**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 7.2**

**SUBJECT:** San Luis Obispo County Organizations

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**SUGGESTED ACTION:** Verbal/Report

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**DISCUSSION:**

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**FISCAL IMPACT:**

None

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**PREPARED BY:** Tamara Parent

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**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 7.3**

**SUBJECT:** Camp Roberts—Army National Guard

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**SUGGESTED ACTION:** Verbal

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**DISCUSSION:**  
Verbal/Report

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**FISCAL IMPACT:**  
None

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**PREPARED BY:** Tamara Parent

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**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 8.1**

**SUBJECT:** General Manager

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**SUGGESTED ACTION:** Receive verbal report

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**DISCUSSION:**

Verbal

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**FISCAL IMPACT:**

None

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**PREPARED BY:** Kelly Dodds

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**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 8.2**

**SUBJECT:** District Counsel

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**SUGGESTED ACTION:** Receive verbal report

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**DISCUSSION:**

Verbal

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**FISCAL IMPACT:**

None

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**PREPARED BY:** Tamara Parent

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# Board of Directors Staff Report

December 15, 2022

AGENDA ITEM: 8.3

**SUBJECT:** District Utilities

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**SUGGESTED ACTION:** Receive and File

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## **DISCUSSION:**

### **Well Status:**

- Well 4 is fully operational – Well Level 110’ 12/5/2022 (STATIC)
- Well 3 is fully operational – Well Level 106’ 12/5/2022 (STATIC)
- SLT well is fully operational
- **Total combined average running hours per day (8.44)**

**(threshold for stage 1 resource severity level determination is 17 hours per day)**

### **Water System status:**

Water leaks this month:0 This calendar year: 1

Water related calls through the alarm company after hours this month: 1 This Year: 3

- Responded to a vehicle vs fire hydrant at 12th and L street. Incident was a hit and run, resulting in the destruction of the fire hydrant, loss of water, and property damage to neighboring properties.

### **Sewer System status:**

Sewer overflows this month: 0 this year: 1

Sewer related calls through the alarm company this month: 0 This Year: 1

- Video inspection of all sewer lines is in progress as time permits.
- Completed smoke testing of all the sewer lines in order to locate illegal connections, broken lines, and other sources of infiltration.

### **WWTF status:**

- Notice of Intent (NOI) for new general order permit from the Waterboard is in progress.
  - NOI was submitted and we are awaiting a response from the Waterboard.

### **State Water Resources Control Board (SWRCB):**

- .

**Division of Water Resources (DWR):**

- .

**Regional Water Management Group (RWMG)/ Water Resources Advisory Committee (WRAC):**

- The RWMG and WRAC approved sending a recommendation to the Board of Supervisors to approve funding for Prop 1 round 2 grant funding.
  - That proposal included \$300,000 for replacement of the water line in the Mission alley between San Luis Obispo and 10th street.

**Billing related activity:**

- **Total active accounts (at the time of this report)**
- 915 water accounts
- 816 wastewater accounts
- **Overdue accounts (at the time of this report)**
- 4 accounts 60 days past due
- **Accounts on a Payment Arrangement Agreement**
- 0 accounts have started the arrangement
- **Service orders (for this month at the time of this report)**
- 16 service orders issued and completed

**Lighting status:**

- .

**Mission street Landscaping:**

- Located and fixed additional leaks in the irrigation along mission street.

**Solid Waste:**

Mattress recycling

- Mattresses are accepted by appointment only, Monday, Wednesday, Friday between 8 am and 11 am.

E-Waste collection

- E-waste is accepted Monday, Wednesday, Friday between 8 am and 11 am.

**SB-1383:**

- .

**Project status:**

- **Replacement water tank and pump station on east side of river/ water line replacement.**  
(21007) started February 2022

- (POTENTIALLY GRANT FUNDED)
- Working on other funding opportunities for this project.
- **Study to determine condition and I&I of the existing sewer collection system** (21008) started February 2021
  - (100% GRANT FUNDED)
  - Application is in review by DFA awaiting award approval.
- **Mission Gardens Replacement Generator Project** (21001) started January 2022 Completed October 2022
  - (FUNDED WITH SURCHARGE FEES)
- **Cost of Service Rate Study** (22005) started June 2022
  - Bartle Wells Associates (BWA) provided an overview at the October meeting.

**Staffing**

- One vacant position.
- WWTF Operator Lead, which will remain vacant until we are closer to WWTF construction.
- Investigating feasibility of hiring an additional person to fill a need for compliance and reporting in the utilities departments.

**SLO County in San Miguel:**

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**Caltrans in San Miguel:**

- CalTrans performed maintenance on the West side of HWY 101 to improve drainage along the road to our water tank.

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**FISCAL IMPACT:**

None

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PREPARED BY: Kelly Dodds

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**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 8.4**

**SUBJECT:** Fire Chief Report

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**SUGGESTED ACTION:** Receive and File

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**DISCUSSION:**

All SMFD engines are in currently service.

San Miguel Fire is currently preparing documentation for the 2023 SAFER Grant application.

Equipment received relating to the RFD Grant:

1. 7 BKR500 radios have been received and will be in service by the beginning of January 2023.
2. 20 Sets of dual compliant Wildland pants have been received and will be issued prior to the upcoming fire season.
3. 20 Wildland coats have been received and will be issued prior to the upcoming fire season.

The Department is working with Cal Fire on the upcoming Cal Fire PCF Academy scheduled for January 2023 and planning on sending 3 members to attend.

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**FISCAL IMPACT:**

None

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**PREPARED BY:** Scott Young

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# San Miguel Fire Department

San Miguel, CA

This report was generated on 12/8/2022 8:42:33 AM



## Daily Log Items per Personnel for Activity Code for Personnel

Activity Codes: All Activity Codes | Personnel: Young, Scott P | Start Time: 00:00 | End Time: 23:00 | Start Date: 11/01/2022 | End Date: 11/30/2022

START	END	LOG TYPE	APPARATUS	NOTES	HOURS
<b>Young, Scott P</b>					
11/01/2022 08:30:00	11/02/2022 08:30:00	DAYBOOK	SMF 1		24.00
11/01/2022 18:00:00	11/01/2022 22:00:00	DAYBOOK		Firefighter Training: Tools and Equipment Lead Instructor: Young, Scott P	4.00
11/02/2022 08:30:00	11/03/2022 08:30:00	DAYBOOK	8600		24.00
11/03/2022 08:30:00	11/04/2022 08:30:00	DAYBOOK	SMF 1		24.00
11/03/2022 11:34:00	11/03/2022 11:46:00	INCIDENT	E8696	Incident 2022-296 - Motor vehicle accident with no injuries.: Apparatus E8696 responded to S Highway 101 HWY	0.20
11/04/2022 08:30:00	11/05/2022 08:30:00	DAYBOOK	SMF 1		24.00
11/05/2022 08:30:00	11/06/2022 08:30:00	DAYBOOK	8600		24.00
11/06/2022 08:30:00	11/07/2022 08:30:00	DAYBOOK	8600		24.00
11/07/2022 08:30:00	11/08/2022 08:30:00	DAYBOOK	SMF 1		24.00
11/08/2022 08:30:00	11/09/2022 08:30:00	DAYBOOK	SMF 1		24.00
11/08/2022 18:00:00	11/08/2022 22:00:00	DAYBOOK		EMS : EMS Lead Instructor:	4.00
11/09/2022 08:30:00	11/10/2022 08:30:00	DAYBOOK	SMF 1		24.00
11/09/2022 13:30:00	11/09/2022 14:30:00	DAYBOOK	E8668	E8668 into South Coast for check engine scan code 01 DEF fluid / system related	1.00
11/10/2022 08:30:00	11/11/2022 08:30:00	DAYBOOK	SMF 1		24.00
11/10/2022 11:28:00	11/10/2022 11:50:00	INCIDENT	P8651	Incident 2022-297 - EMS call, excluding vehicle accident with injury: Apparatus P8651 responded to 1420 L ST	0.37
11/10/2022 13:09:00	11/10/2022 13:20:00	INCIDENT	8600	Incident 2022-298 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1145 K ST	0.18
11/11/2022 09:29:00	11/11/2022 09:59:00	INCIDENT	E8696	Incident 2022-299 - Motor vehicle accident with injuries: Apparatus E8696 responded to 1400 Verde PL	0.50
11/13/2022 15:00:00	11/14/2022 08:30:00	DAYBOOK	8600		17.50
11/13/2022 16:43:00	11/13/2022 17:05:00	INCIDENT	8600	Incident 2022-305 - Smoke scare, odor of smoke: Apparatus 8600 responded to N Highway 101 HWY	0.37
11/14/2022 08:30:00	11/15/2022 08:30:00	DAYBOOK	SMF 1		24.00
11/15/2022 08:30:00	11/16/2022 08:30:00	DAYBOOK	SMF 1		24.00
11/15/2022 10:46:00	11/15/2022 11:01:00	INCIDENT	E8696	Incident 2022-306 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1601 L ST	0.25
11/15/2022 18:00:00	11/15/2022 22:00:00	DAYBOOK		EMS : EMS Lead Instructor:	4.00
11/16/2022 08:30:00	11/17/2022 08:30:00	DAYBOOK	SMF 1		24.00
11/17/2022 08:30:00	11/18/2022 08:30:00	DAYBOOK	SMF 1		24.00
11/17/2022 12:15:00	11/17/2022 12:27:00	INCIDENT	8600	Incident 2022-307 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1385 Mission ST	0.20
11/17/2022 13:04:00	11/17/2022 13:27:00	INCIDENT	E8696	Incident 2022-308 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 6545 Monterey RD	0.38
11/17/2022 13:31:00	11/17/2022 13:49:00	INCIDENT	E8696	Incident 2022-309 - Smoke scare, odor of smoke: Apparatus E8696 responded to 1150 San Marcos RD	0.30
11/18/2022 08:30:00	11/19/2022 08:30:00	DAYBOOK	SMF 1		24.00
11/18/2022 09:00:00	11/18/2022 09:00:00	DAYBOOK	E8696	E8696 in to South Coast for foam system repair and backup camera installation	0.00
11/19/2022 08:30:00	11/20/2022 08:30:00	DAYBOOK	8600		24.00
11/20/2022 16:31:00	11/20/2022 17:01:00	INCIDENT	E8696	Incident 2022-311 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 248 11th ST	0.50
11/21/2022 08:30:00	11/22/2022 08:30:00	DAYBOOK	SMF 1		24.00

Lists the Daily Log items, grouped by Personnel, corresponding to the selected Activity Code and Personnel.



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START	END	LOG TYPE	APPARATUS	NOTES	HOURS
11/22/2022 08:30:00	11/23/2022 08:30:00	DAYBOOK	SMF 1		24.00
11/23/2022 08:30:00	11/24/2022 08:30:00	DAYBOOK	SMF 1		24.00
11/24/2022 08:30:00	11/25/2022 08:30:00	DAYBOOK	8600		24.00
11/25/2022 08:30:00	11/26/2022 08:00:00	DAYBOOK	8600		23.50
11/25/2022 17:02:00	11/25/2022 17:59:00	INCIDENT	8600	Incident 2022-313 - Water problem, other: Apparatus 8600 responded to 12th ST	0.95
11/25/2022 20:42:00	11/25/2022 21:04:00	INCIDENT	E8696	Incident 2022-314 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 332 12th ST	0.37
11/26/2022 14:00:00	11/27/2022 08:30:00	DAYBOOK	8600		18.50
11/26/2022 18:14:00	11/26/2022 19:03:00	INCIDENT	E8696	Incident 2022-315 - Emergency medical service, other: Apparatus E8696 responded to 1875 Wellsona RD	0.82
11/27/2022 08:30:00	11/28/2022 08:30:00	DAYBOOK	8600		24.00
11/27/2022 17:12:00	11/27/2022 18:23:00	INCIDENT	8600	Incident 2022-316 - Motor vehicle accident with no injuries.: Apparatus 8600 responded to N River RD	1.18
11/28/2022 08:30:00	11/28/2022 08:30:00	DAYBOOK	SMF 1		0.00
11/28/2022 11:00:00	11/28/2022 11:00:00	DAYBOOK	E8696	E8696 monitor changed out	0.00
11/29/2022 08:30:00	11/30/2022 08:30:00	DAYBOOK	SMF 1		24.00
11/29/2022 14:45:00	11/29/2022 14:53:00	INCIDENT	E8668	Incident 2022-317 - Public service: Apparatus E8668 responded to 9560 N River RD	0.13
11/30/2022 06:04:00	11/30/2022 06:32:00	INCIDENT	E8696	Incident 2022-318 - Outside rubbish, trash or waste fire: Apparatus E8696 responded to 6800 N River RD	0.47
11/30/2022 08:30:00	12/01/2022 08:30:00	DAYBOOK	8600		24.00
11/30/2022 09:00:00	11/30/2022 12:00:00	DAYBOOK	8600	Hazard Mitigation Plan Meeting in San Luis	3.00
11/30/2022 14:30:00	11/30/2022 15:30:00	DAYBOOK	SMF 1	LEXIPOL Policies and Procedures meeting with Marty Schumer	1.00
<b>Total Hours for: Young, Scott P</b>					<b>635.67</b>
<b>Total of all Personnel Hours</b>					<b>635.67</b>

Lists the Daily Log items, grouped by Personnel, corresponding to the selected Activity Code and Personnel.



# San Miguel Fire Department

San Miguel, CA

This report was generated on 12/8/2022 8:51:26 AM



## Effective Response Force Times by Incident for Date Range

Agencies On Scene: All Agencies | Census Tract(s): All Census Tracts | Cities: All Cities | Map Page(s): All Map Pages | Mutual Aid: All Types and None | Primary Action (s) Taken: All Codes | Property Use(s): All Types and None | Response Mode(s): All Response Modes | Shift(s): All Shifts | Zone(s): All Zones | Incident Type(s): All Incident Types | Station(s): All Stations | Complaints Reported by Dispatch: All Complaints Reported by Dispatch | Start Date: 11/01/2022 | End Date: 11/30/2022

Incident Date	Incident #	Losses - Property	Losses - Contents	Alarm Time	Total Personnel - Effective Response	First On Scene Apparatus	Last On Scene Apparatus	Earliest Turnout	Call Processing Time	First Unit Total Response Time	First Unit Travel Time	Total Travel Time Effective Response	Total Response Time Effective Response
11/03/2022	2022-296	0	0	11:34:00	4	E8696	E8696	02:00	00:00	00:09:00	00:07:00	00:07:00	00:09:00
11/10/2022	2022-297	0	0	11:28:00	3	P8651	P8651	01:00	00:00	00:02:00	00:01:00	00:01:00	00:02:00
11/10/2022	2022-298	0	0	13:09:00	3	E8696	E8696	00:00	00:00	00:01:00	00:01:00	00:01:00	00:01:00
11/11/2022	2022-299	0	0	09:29:00	4	E8696	E8696	02:00	00:00	00:04:00	00:02:00	00:02:00	00:04:00
11/11/2022	2022-300	0	0	16:32:00	3	E8696	E8696	01:00	00:00	00:11:00	00:10:00	00:10:00	00:11:00
11/12/2022	2022-301	0	0	00:23:00	3	E8696	E8696	05:00	00:00	00:08:00	00:03:00	00:03:00	00:08:00
11/12/2022	2022-302	0	0	14:42:00	3	E8696	E8696	05:00	00:00	00:06:00	00:01:00	00:01:00	00:06:00
11/12/2022	2022-303	0	0	22:41:00	3	E8696	E8696	04:00	00:00	00:08:00	00:04:00	00:04:00	00:08:00
11/13/2022	2022-305	0	0	16:43:00	6	E8696	E8696	06:00	00:00	00:22:00	00:16:00	00:16:00	00:22:00
11/15/2022	2022-306	0	0	10:46:00	2	E8696	E8696	01:00	00:00	00:03:00	00:02:00	00:02:00	00:03:00
11/17/2022	2022-307	0	0	12:15:00	3	8600	8600	00:00	00:00	00:02:00	00:02:00	00:02:00	00:02:00
11/17/2022	2022-308	0	0	13:04:00	3	E8696	E8696	01:00	00:00	00:07:00	00:06:00	00:06:00	00:07:00
11/17/2022	2022-309	0	0	13:31:00	3	E8696	E8696	00:00	00:00	00:05:00	00:05:00	00:05:00	00:05:00
11/17/2022	2022-310	0	0	17:38:00	1	E8696	E8696	05:00	00:00	00:07:00	00:02:00	00:02:00	00:07:00
11/20/2022	2022-311	0	0	16:31:00	1	E8696	E8696	05:00	00:00	00:05:00	00:00:00	00:00:00	00:05:00
11/25/2022	2022-312	0	0	04:38:00	1	E8696	E8696	04:00	00:00	00:05:00	00:01:00	00:01:00	00:05:00
11/25/2022	2022-313	0	0	17:02:00	4	E8696	E8696	02:00	00:00	00:04:00	00:02:00	00:02:00	00:04:00
11/25/2022	2022-314	0	0	20:42:00	3	E8696	E8696	05:00	00:00	00:06:00	00:01:00	00:01:00	00:06:00
11/26/2022	2022-315	0	0	18:14:00	4	E8696	E8696	04:00	00:00	00:12:00	00:08:00	00:08:00	00:12:00
11/27/2022	2022-316	0	0	17:12:00	6	E8696	E8696	05:00	00:00	00:06:00	00:01:00	00:01:00	00:06:00
11/29/2022	2022-317	0	0	14:45:00	2	E8668	E8668	00:00	00:00	00:05:00	00:05:00	00:05:00	00:05:00
11/30/2022	2022-318	0	0	06:04:00	2	E8696	E8696	08:00	00:00	00:17:00	00:09:00	00:09:00	00:17:00

This is a custom report. Only Reviewed Incidents are included. Cancelled Apparatus are excluded. Only apparatus and personnel from the earliest Dispatch Time are included in this report. Travel Time is Enroute Time to Arrive Time. Total Travel Time for the Effective Response Force (ERF) is the difference between the apparatus with the earliest Enroute Time and the apparatus with the last Arrived Time. Total Travel Time for the ERF is calculated from units that were part of the earliest Dispatch Time. Total Response Time for the ERF is earliest Alarm Time to the last Arrive Time.



# San Miguel Fire Department

San Miguel, CA

This report was generated on 12/8/2022 8:53:04 AM



## Basic Incident Info with Number of Responding Apparatus and Personnel for Date Range

Start Date: 11/01/2022 | End Date: 11/30/2022

DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
11/03/2022	2022-296	S Highway 101 HWY	324 - Motor vehicle accident with no injuries.		AAS - Auto Aid South	1	4
11/10/2022	2022-297	1420 L ST	321 - EMS call, excluding vehicle accident with injury		CSD - CSD Limits	1	3
11/10/2022	2022-298	1145 K ST	321 - EMS call, excluding vehicle accident with injury		CSD - CSD Limits	2	3
11/11/2022	2022-299	1400 Verde PL	322 - Motor vehicle accident with injuries		CSD - CSD Limits	2	4
11/11/2022	2022-300	1997 San Buenavenaventura WAY	653 - Smoke from barbecue, tar kettle		MH - Mission Heights	2	3
11/12/2022	2022-301	525 16th ST	321 - EMS call, excluding vehicle accident with injury		MM - Mission Meadows	1	4
11/12/2022	2022-302	1415 Rio Vista PL	321 - EMS call, excluding vehicle accident with injury		MM - Mission Meadows	1	3
11/12/2022	2022-303	1615 Verde PL	321 - EMS call, excluding vehicle accident with injury		CSD - CSD Limits	1	3
11/13/2022	2022-304	5215 Camp Roberts	321 - EMS call, excluding vehicle accident with injury		BOB - Camp Roberts	1	2
11/13/2022	2022-305	N Highway 101 HWY	651 - Smoke scare, odor of smoke		AAN - Auto Aid North	2	6
11/15/2022	2022-306	1601 L ST	321 - EMS call, excluding vehicle accident with injury		LLS - Lillian Larson School	1	2
11/17/2022	2022-307	1385 Mission ST	321 - EMS call, excluding vehicle accident with injury		CSD - CSD Limits	2	3
11/17/2022	2022-308	6545 Monterey RD	321 - EMS call, excluding vehicle accident with injury		AAS - Auto Aid South	1	3
11/17/2022	2022-309	1150 San Marcos RD	651 - Smoke scare, odor of smoke		AAS - Auto Aid South	1	3
11/17/2022	2022-310	505 11th ST	324 - Motor vehicle accident with no injuries.		CSD - CSD Limits	1	2
11/20/2022	2022-311	248 11th ST	321 - EMS call, excluding vehicle accident with injury		CSD - CSD Limits	1	2
11/25/2022	2022-312	850 Sebastian CT	321 - EMS call, excluding vehicle accident with injury		MM - Mission Meadows	1	1
11/25/2022	2022-313	12th ST	520 - Water problem, other		CSD - CSD Limits	3	4

Only REVIEWED incidents included.



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DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
11/25/2022	2022-314	332 12th ST	321 - EMS call, excluding vehicle accident with injury		CSD - CSD Limits	1	4
11/26/2022	2022-315	1875 Wellsona RD	320 - Emergency medical service, other		AAE - Auto Aid East	1	5
11/27/2022	2022-316	N River RD	324 - Motor vehicle accident with no injuries.		MM - Mission Meadows	3	6
11/29/2022	2022-317	9560 N River RD	553 - Public service		CSD - CSD Limits	1	3
11/30/2022	2022-318	6800 N River RD	151 - Outside rubbish, trash or waste fire		AAS - Auto Aid South	1	3

**TOTAL # INCIDENTS: 23**

Only REVIEWED incidents included.



# San Miguel Fire Department

San Miguel, CA

This report was generated on 12/8/2022 8:49:57 AM



## Incidents for Zone for Status for Date Range

Incident Status(s): All Incident Statuses | Zone(s): All Zones | Start Date: 11/01/2022 | End Date: 11/30/2022

INCIDENT NUMBER	INCIDENT TYPE	DATE	INCIDENT STATUS	LOCATION	APPARATUS
<b>Zone: AAE - Auto Aid East</b>					
2022-315	320	11/26/2022	Reviewed	1875 Wellsona RD	E8696
<b>AAE - Auto Aid East Incidents: 1</b>					
<b>Zone: AAN - Auto Aid North</b>					
2022-305	651	11/13/2022	Reviewed	N Highway 101 HWY	8600, E8696
<b>AAN - Auto Aid North Incidents: 1</b>					
<b>Zone: AAS - Auto Aid South</b>					
2022-296	324	11/03/2022	Reviewed	S Highway 101 HWY	E8696
2022-308	321	11/17/2022	Reviewed	6545 Monterey RD	E8696
2022-309	651	11/17/2022	Reviewed	1150 San Marcos RD	E8696
2022-318	151	11/30/2022	Reviewed	6800 N River RD	E8696
<b>AAS - Auto Aid South Incidents: 4</b>					
<b>Zone: BOB - Camp Roberts</b>					
2022-304	321	11/13/2022	Reviewed	5215 Camp Roberts	E8696
<b>BOB - Camp Roberts Incidents: 1</b>					
<b>Zone: CSD - CSD Limits</b>					
2022-297	321	11/10/2022	Reviewed	1420 L ST	P8651
2022-298	321	11/10/2022	Reviewed	1145 K ST	8600, E8696
2022-299	322	11/11/2022	Reviewed	1400 Verde PL	E8696, SMF 1
2022-303	321	11/12/2022	Reviewed	1615 Verde PL	E8696
2022-307	321	11/17/2022	Reviewed	1385 Mission ST	8600, E8696
2022-310	324	11/17/2022	Reviewed	505 11th ST	E8696
2022-311	321	11/20/2022	Reviewed	248 11th ST	E8696
2022-313	520	11/25/2022	Reviewed	12th ST	8600, E8696, P8651
2022-314	321	11/25/2022	Reviewed	332 12th ST	E8696
2022-317	553	11/29/2022	Reviewed	9560 N River RD	E8668
<b>CSD - CSD Limits Incidents: 10</b>					
<b>Zone: LLS - Lillian Larson School</b>					
2022-306	321	11/15/2022	Reviewed	1601 L ST	E8696
<b>LLS - Lillian Larson School Incidents: 1</b>					
<b>Zone: MH - Mission Heights</b>					
2022-300	653	11/11/2022	Reviewed	1997 San Buenavenaventura WAY	E8696, P8651
<b>MH - Mission Heights Incidents: 1</b>					
<b>Zone: MM - Mission Meadows</b>					
2022-301	321	11/12/2022	Reviewed	525 16th ST	E8696

Displays incidents for a given zone and incident status over a given date range. Grouped by Zone.



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2022-302	321	11/12/2022	Reviewed	1415 Rio Vista PL	E8696
2022-312	321	11/25/2022	Reviewed	850 Sebastian CT	E8696
2022-316	324	11/27/2022	Reviewed	N River RD	8600, E8696, P8651
					<b>MM - Mission Meadows Incidents: 4</b>
					<b>Total Incidents: 23</b>

Displays incidents for a given zone and incident status over a given date range. Grouped by Zone.



# San Miguel Fire Department

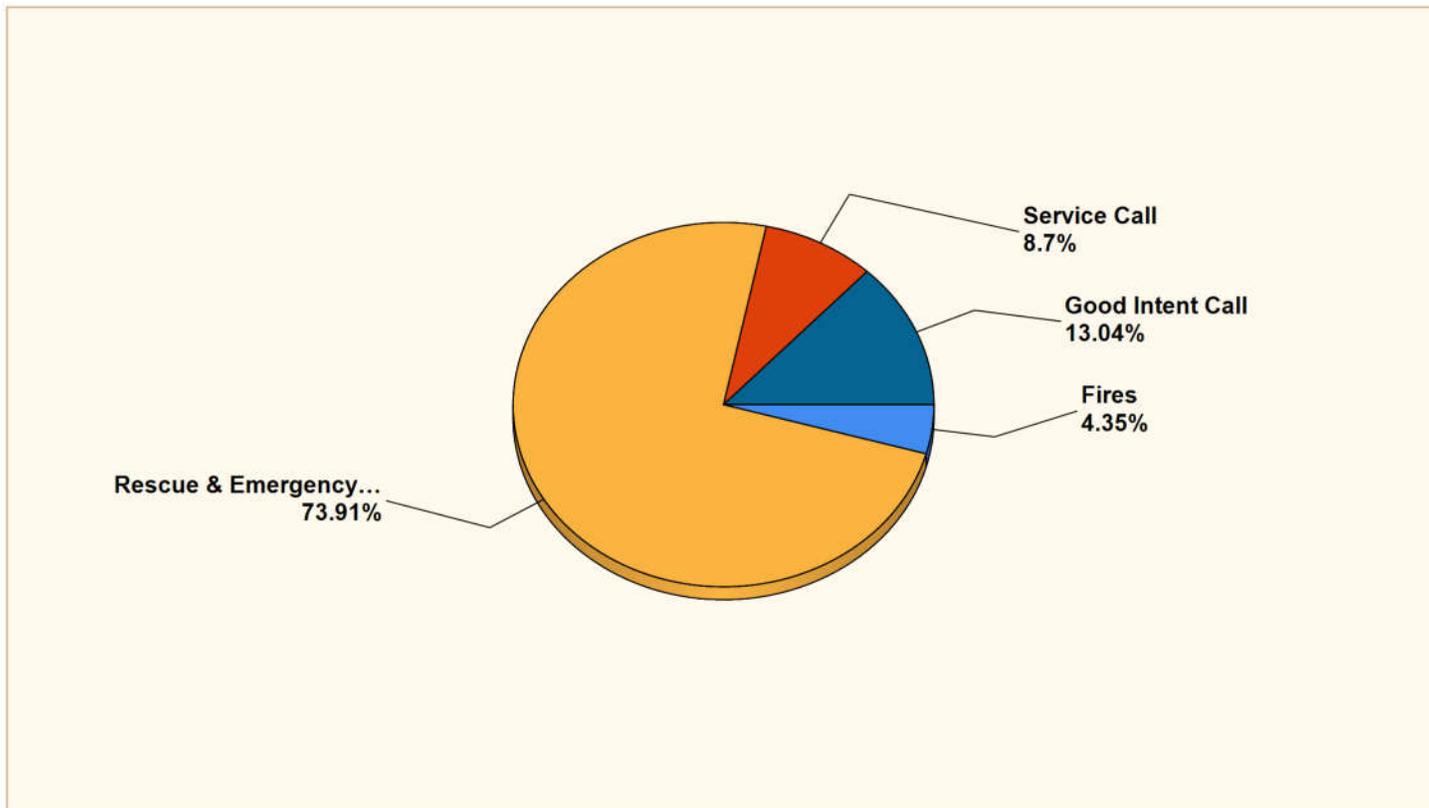
San Miguel, CA

This report was generated on 12/8/2022 8:45:49 AM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2022 | End Date: 11/30/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	4.35%
Rescue & Emergency Medical Service	17	73.91%
Service Call	2	8.7%
Good Intent Call	3	13.04%
<b>TOTAL</b>	<b>23</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



**Detailed Breakdown by Incident Type**

<b>INCIDENT TYPE</b>	<b># INCIDENTS</b>	<b>% of TOTAL</b>
151 - Outside rubbish, trash or waste fire	1	4.35%
320 - Emergency medical service, other	1	4.35%
321 - EMS call, excluding vehicle accident with injury	12	52.17%
322 - Motor vehicle accident with injuries	1	4.35%
324 - Motor vehicle accident with no injuries.	3	13.04%
520 - Water problem, other	1	4.35%
553 - Public service	1	4.35%
651 - Smoke scare, odor of smoke	2	8.7%
653 - Smoke from barbecue, tar kettle	1	4.35%
<b>TOTAL INCIDENTS:</b>	<b>23</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



# San Miguel Fire Department

San Miguel, CA

This report was generated on 12/8/2022 8:54:01 AM



## Incident Count by Weekday and Hour for Zone for Shift for Date Range

Personnel: All Personnel | Shift(s): All Shifts | Zone: All Zones | Start Date: 11/01/2022 | End Date: 11/30/2022

Hour	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Hour	Total per Hour	Percent
00:00	0	0	0	0	0	0	1	00:00	1	4.35%
01:00	0	0	0	0	0	0	0	01:00	0	0.00%
02:00	1	0	0	0	0	0	0	02:00	1	4.35%
03:00	0	0	0	0	0	0	0	03:00	0	0.00%
04:00	0	0	0	0	0	1	0	04:00	1	4.35%
05:00	0	0	0	0	0	0	0	05:00	0	0.00%
06:00	0	0	0	1	0	0	0	06:00	1	4.35%
07:00	0	0	0	0	0	0	0	07:00	0	0.00%
08:00	0	0	0	0	0	0	0	08:00	0	0.00%
09:00	0	0	0	0	0	1	0	09:00	1	4.35%
10:00	0	0	1	0	0	0	0	10:00	1	4.35%
11:00	0	0	0	0	2	0	0	11:00	2	8.70%
12:00	0	0	0	0	1	0	0	12:00	1	4.35%
13:00	0	0	0	0	3	0	0	13:00	3	13.04%
14:00	0	0	1	0	0	0	1	14:00	2	8.70%
15:00	0	0	0	0	0	0	0	15:00	0	0.00%
16:00	2	0	0	0	0	1	0	16:00	3	13.04%
17:00	1	0	0	0	1	1	0	17:00	3	13.04%
18:00	0	0	0	0	0	0	1	18:00	1	4.35%
19:00	0	0	0	0	0	0	0	19:00	0	0.00%
20:00	0	0	0	0	0	1	0	20:00	1	4.35%
21:00	0	0	0	0	0	0	0	21:00	0	0.00%
22:00	0	0	0	0	0	0	1	22:00	1	4.35%
23:00	0	0	0	0	0	0	0	23:00	0	0.00%
Total Responses for Day	4	0	2	1	7	5	4	Total	23	100.00%
% of Responses for Day	50.00%	0	50.00%	100.00%	42.86%	20.00%	25.00%			
% of Responses for Week	17.39%	0.00%	8.70%	4.35%	30.43%	21.74%	17.39%			

Incident Count by Weekday and Hour for Zone, for Shift and Date Range. Zone information is defined on the Basic Info 3 screen of an incident. Only REVIEWED incidents included. Maximum call volumes for each day are shown with a RED background, and maximum call volumes for each hour are shown with a BLUE background. "% of Responses for Day" indicates the maximum hourly call volume as percentage of total calls for the day of the week. "% of Responses for Week" indicates the total number of calls for the day of the week as a percentage of total calls.

# San Miguel Fire Department

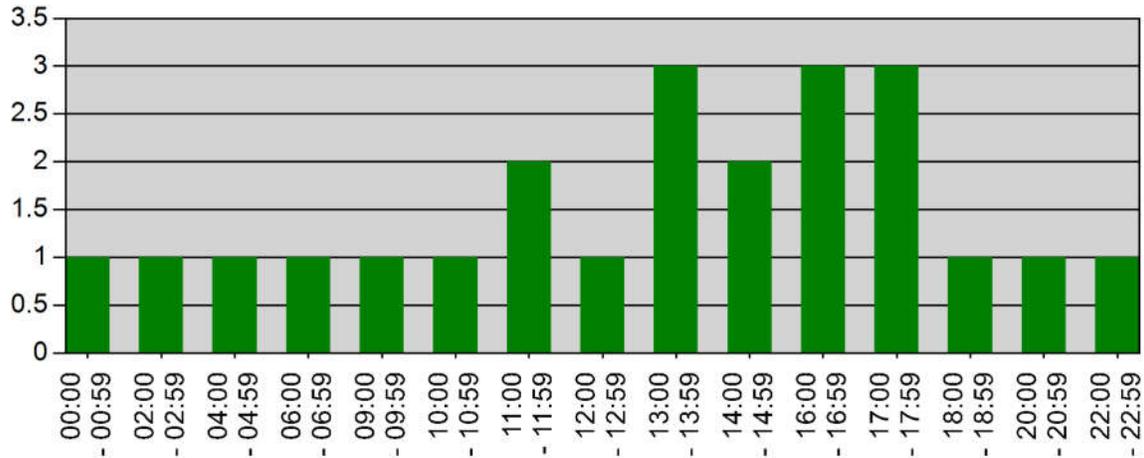
San Miguel, CA

This report was generated on 12/8/2022 8:47:18 AM



## Incidents by Hour for Zone for Date Range

Zone: All Zones | Start Date: 11/01/2022 | End Date: 11/30/2022



TIME	COUNT
00:00 - 00:59	1
02:00 - 02:59	1
04:00 - 04:59	1
06:00 - 06:59	1
09:00 - 09:59	1
10:00 - 10:59	1
11:00 - 11:59	2
12:00 - 12:59	1
13:00 - 13:59	3
14:00 - 14:59	2
16:00 - 16:59	3
17:00 - 17:59	3
18:00 - 18:59	1
20:00 - 20:59	1
22:00 - 22:59	1

Only REVIEWED incidents included



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Doc Id: 9

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# San Miguel Fire Department

San Miguel, CA

This report was generated on 12/8/2022 8:49:12 AM



## Average (Dispatch-Turnout-Response) Times per Zone per Major Incident Type

Start Incident Type: 100 | End Incident Type: 911 | Zone: All Zones | Start Date: 11/01/2022 | End Date: 11/30/2022

Major Incident Type	Response Mode	Avg Travel	Avg Dispatch	Avg TurnOut	Avg Response
Zone: AAE - Auto Aid East					
Rescue & Emergency Medical Service					
	Lights and Sirens	8:00	0:00	4:00	12:00
Zone: AAN - Auto Aid North					
Good Intent Call					
	Lights and Sirens	16:00	0:00	6:00	22:00
Zone: AAS - Auto Aid South					
Fires					
	Lights and Sirens	9:00	0:00	8:00	17:00
Rescue & Emergency Medical Service					
	Lights and Sirens	6:30	0:00	1:30	8:00
Good Intent Call					
	Lights and Sirens	5:00	0:00	0:00	5:00
Zone: CSD - CSD Limits					
Rescue & Emergency Medical Service					
	Lights and Sirens	1:38	0:00	2:45	4:23
Service Call					
	Lights and Sirens	3:30	0:00	1:00	4:30
Zone: LLS - Lillian Larson School					
Rescue & Emergency Medical Service					
	Lights and Sirens	2:00	0:00	1:00	3:00
Zone: MH - Mission Heights					
Good Intent Call					
	Lights and Sirens	10:00	0:00	1:00	11:00
Zone: MM - Mission Meadows					
Rescue & Emergency Medical Service					
	Lights and Sirens	1:30	0:00	4:45	6:15

CFAI Compliant - Report calculates the average time difference between (ALARM to DISPATCH = Avg Dispatch) and (DISPATCH to ENROUTE = Avg Turnout) and (ALARM to ARRIVAL = Avg Response). Only REVIEWED incidents are included. When no data is provided for ENROUTE times this report makes the assumption it is the same as the Dispatch Time

# San Miguel Fire Department

San Miguel, CA

This report was generated on 12/8/2022 8:54:44 AM



## Incident Statistics

Zone(s): All Zones | Start Date: 11/01/2022 | End Date: 11/30/2022

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		17	
FIRE		6	
<b>TOTAL</b>		<b>23</b>	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
E8696	0	0	13
P8651	0	0	1
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>14</b>
PRE-INCIDENT VALUE		LOSSES	
<b>\$0.00</b>		<b>\$0.00</b>	
CO CHECKS			
<b>TOTAL</b>			
MUTUAL AID			
Aid Type		Total	
Aid Given		3	
Aid Received		9	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
0		0	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 1	0:05:14	0:10:30	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:07:02</b>	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 1	0:02:54	0:02:48	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:03:00</b>	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
San Miguel Fire Department		24:19	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 9.1**

**SUBJECT:** 10-27-2022 Draft Regular Meeting Minutes (Parent)

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**SUGGESTED ACTION:** Receive and File

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**DISCUSSION:**

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**FISCAL IMPACT:**

None

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**PREPARED BY:** Tamara Parent

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**BOARD OF DIRECTORS**

Raynette Gregory, President                      Anthony Kalvans, Vice-President  
 Ward Roney, Director                              Hector Palafox, Director                      Vacancy, Director

**REGULAR MEETING MINUTES 7:00 P.M. Opened Session  
 601 12<sup>th</sup> Street 10-27-2022**

1. **Call to Order:**  
7:00 P.M.
2. **Roll Call:** *Raynette Gregory, Anthony Kalvans (7:03), Hector Palafox, Ward Roney*
3. **Approval of Regular Meeting Agenda:**

**Motion By:**            Ward Roney  
**Second By:**         Raynette Gregory  
**Motion:**                To Approve

Board Members	Ayes	Noes	Abstain	Absent
Anthony Kalvans	X			
Ward Roney	X			
Hector Palafox	X			
Raynette Gregory	X			

4. **Call to Order for Regular Board Meeting/Pledge of Allegiance:**  
7:01 P.M. Pledge of Allegiance lead by Director Roney
5. **Public Comment and Communications for items not on the agenda:** Public Comment: None
6. **Special Presentations/Public Hearings/Other:**
  1. **Presentation from Bartle Wells and Associates (BWA) regarding the current rate study process.**  
 Receive presentation and ask questions regarding the rate study process.  
 Item Presented by Erik Helgelson from Bartle Wells & Assc. presented his Power Point on the process of Prop 218.  
 See PowerPoint at [www.sanmiguelcsd.org](http://www.sanmiguelcsd.org) 10-27-2022 Board Meeting  
  
 Board Comment: Director Kalvans asked about different rate structures. Discussion on small condominiums and large parcels ensued.

Mr. Helgelson spoke about the goal in set the rates and complying with Prop 218. Director Kalvans voiced that he would like to look at the incoming rate structure and the best way for conservation.

Director Kalvans talked about fixed capital cost; and infrastructure repairs, with it not being a burden for the community.

Mr. Helgelson explained to Director Kalvans that connection fees would be where to start and once it is connected it is part of the water system. Discussion on lift station fees and different zones for sewer ensued.

Director Kalvans asked about when preliminary findings would be brought forward, and discussion on single connections, condominium style homes ensued.

Mr. Helgelson addressed the difference between fixed and variable water rates and explained that the sewer is not metered. Discussion between Director Kalvans and Mr. Helgelson about meter size and lot size ensued.

Director Gregory asked about the timeline for the rate process and how the Prop 218 requirements would be implemented.

Mr. Helgelson explained that he is collecting information and getting feedback and his estimate is the beginning of spring of next year. Discussion on capital projects and grants ensued.

Director Palafox asked about commercial rates and the two-tiered rate structure. Mr. Helgelson explained that one of the tiers is fixed and explained the option to have all volumetric rate. Discussion ensued.

Public Comment: Owen Davis, San Miguel Resident voiced that the comment that the first tier "don't cost" was wrong, and if someone does not use any water it is still a \$160.00 bill a month. Mr. Davis explained that he has done his own research and the cost in the presentation for Paso Robles is wrong, and Cambria has high monthly rates. Mr. Davis explained his thoughts on inflation and cost cutting and voiced that the rates are too high in San Miguel.

Ashley Sangster, San Miguel Resident voiced that Mr. White said that the rates cannot make the District a profit, and explained that if you say there is 1 million in infrastructure needs, then you can justify the increase. Mr. Sangster commented that San Miguel is different than other places being compared.

Laverne Buckman, San Miguel Resident voiced that she is concerned with this rate study and voiced that she finds it interesting that SMCS D gets a lot of low-income grants and explained that renters cannot sustain these costs increases.

Board Comment: Director Gregory thanked the public for coming and asked them to invite their neighbors to future meetings, and that their input is welcomed.

## **7. Non- District Reports:**

### **1. San Luis Obispo County Organizations**

Verbal/Report

Deputy Norris gave a verbal report on the activities for September 2022 for calls for service. San Miguel is down 8%, from last year.

Board Comment: Director Kalvans asked about the railroad crossing malfunction and discussion ensued about cameras, and the blue system for high crime areas.

Public Comment: none

### **2. Camp Roberts—Army National Guard**

Verbal

None

**3. Community Service Organizations**

Verbal

Shelly Anderson representative for the San Miguel Firefighters Association (SMFA) gave a verbal report on the items the SMFA is working on. Ms. Anderson explained that they have been preparing for trunk or treat at the Paso Robles Army recruiting station. The SMFA has also repaired and placed the old school bell back in the park, and completed the Mission Street trash pickup and will start collecting toys for the San Miguel Santa visit on December 17, 2022

Board Comment: Director Gregory asked about the Clean-up, and it was explained that the SMFA picks up trash on Mission St. as part of the “Adopt a Road” a county program.

Director Kalvans thanked the SMFA.

Public Comment: Owen Davis, San Miguel resident and US Veteran, voiced that he would like to make sure that the Flags are up for Veteran’s Day.

**8. Staff & Committee Reports - Receive & File:**

**1. General Manager**

Receive Verbal report

General Manager Kelly Dodds updated the Board of Directors that the County of San Luis will be having a voter drop box at the 1150 Mission Street, and that there are collection boxes for “Season of Hope” at the station also. Mr. Dodds explained that on Saturday October 29, 2022, from 7am -12 noon, the SMCSO will be having a Community Clean-up sponsored by Caltrans to San Miguel residents. The Financial Department will be cutting checks on the 2nd and 4th Thursday of the month and asked the Directors to please try and be available for signatures. On November 8th -10th the Utilities Department will be performing “Smoke Testing” on the Sewer system, and to not be alarmed if you see smoke coming from the utility access holes in town, notices will be posted for all residences that might be affected by the test. Discussion ensued on what kind of information the Smoke test will be collecting and why.

Board Comment: Director Kalvans asked what kind of donations are needed, and would like a press release on Community Clean-up day.

Public Comment: none

**2. District Counsel**

Receive Verbal report

District General Counsel Doug White, nothing to report

Board Comment: None

Public Comment: None

**3. District Utilities**

Receive and File

General Manager Kelly Dodds, submitted report as written

Board Comment: none

Public Comment: none

**4. Fire Chief**

Receive and File

Retired Chief Roberson submitted report as written, as Interim Fire Chief Scott Young was absent.

Board Comment: None

Public Comment: Owen Davis, San Miguel Resident asked if Rob Roberson is not the General Manager or Fire Chief why he was doing the Fire Chief Report.

Robin Johnson, San Miguel Resident spoke about the Railroad crossing malfunction.

Board Comment: Director Kalvans and Director Gregory discussed the Railroad crossing malfunction, Director Gregory explained that she contacted Interim Fire Chief Scott Young, and he contacted the Emergency Command Center. District Counsel White explained that railroads are not in the District’s jurisdiction.

**9. Consent Calendar:**

Board Comment: None

Public Comment: None

**Motion By:** Hector Palafox

**Second By:** Anthony Kalvans

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
Anthony Kalvans	X			
Ward Roney	X			
Hector Palafox	X			
Raynette Gregory	X			

**1. Department of Forestry & Fire Protection Federal Excess Personal Property (FEPP) Cooperative Agreement Number 993403**

Approve Resolution 2022-57 approving the San Miguel Fire Department entering into California Department of Forestry and Fire Protection, Federal Excess Property (FEPP) Cooperative Agreement Number 993403.

**2. 8-25-2022 Draft Regular Board Meeting Minutes**

Receive and File

**10. Board Action Items:**

**1. Fire Chief Employment Agreement by RESOLUTION 2022-54 between the San Miguel Community Services District and Scott Young**

Appoint Scott Young as the District Fire Chief and Approve the Fire Chief Employment

Agreement between the San Miguel Community Services District and Scott Young

Presented by District General Counsel White, explaining that this is an employment agreement for Fire Chief, and will be moving Interim Fire Chief Scott Young into a permanent position since the retirement of Robert Roberson. District Counsel White gave a brief overview of the employment contract.

Board Comment: Director Roney and Director Gregory explained that the Board of Directors have looked over the contact details multiple times.

Public Comment: Ashley Sangster, San Miguel Resident voiced that Interim Chief Young is the appropriate person for the job but feels that the Directors are doing a great disservice to the community with in their “contracting” by using the San Francisco CPI, and that it is an automatic increase without a performance review. Mr. Sangster voiced that public employment never has a severance package, and the four of you Directors are screwing the community with this contract.

Owen Davis, San Miguel Resident voiced that he fully agrees with Mr. Sangster and that the four Directors are doing a horrible job. Mr. Davis voiced that the vacancy should have already been filled with one of the new Directors and feels that the Water and Sewer rates will be raised because of this large contract.

Robert Roberson, San Miguel Resident and Retired SMCS D Fire Chief explained that the rate study and water and sewer rate have nothing to do with Fire Department pay, period.

District Counsel White explained that between the retirement of General Manager/Fire Chief position there is a cost savings, and that Fire Chiefs and any non-labor position usually has a severance package for public employees and six-months is on the low side. Mr. White explained that yes, San Miguel is unique, but it is important to remember that these positions are competing within the State of California, and that there is a shortage of emergency personnel. Four percent is an average for cost of living, and that this contract is average in the industry.

Director Kalvans voiced that he feels that Mr. Young is the right person for this position, and that if the public does not understand that the Fire Department salaries do not come form Water and Sewer rates, then they have not been paying attention. Mr. Kalvans voiced that he is looking forward to the future of the Fire Department.

**Motion By:** Hector Palafox

**Second By:** Anthony Kalvans

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
Anthony Kalvans	X			
Ward Roney	X			
Hector Palafox	X			
Raynette Gregory	X			

**2. Financial Reports - September 2022**

Review, Discuss and Receive the Enumeration of Financial Reports for September 2022. Presented by Financial Officer Michelle Hido, updated the Board of Directors on the September 2022 Financial reports and reminded the Board that they are just receiving the information until after the Audit, because there will be journal entries that will affect the reports. Mrs. Hido explained that once the Audit is complete, she will bring back these Financials to officially file.

Board Comment: Director Gregory asked when the Audit would be ready to present? Mrs. Hido explained that they are working through the process and could be in December but did not have a definite date.

Public Comment: None

**3. Water and Wastewater Masterplan CIP update**

Review and approve RESOLUTION 2022-58 authorizing the General Manger to contract with Water Systems Consulting (WSC) to update the Water and Wastewater Capital Improvement Plan Projects and the costs in the masterplan at a cost not to exceed \$12,280 as well as approving the corresponding budget adjustments.

Item presented by General Manager Kelly Dodds, explaining that this item was brought forward previously in August to update the Water and Wastewater Masterplans. Since the District did not get a response from that RFP, the District Engineer (WSC) was requested to provide a cost to update the Capital Project costs and descriptions to be included in the rate study.

Board Comment: Director Kalvans asked that the Mission Street Water and Sewer connections be looked at as part of CIP. Mr. Kalvans advised that the Resolution is incorrect and need to be revised to read Object 546 Fund 40- \$6,140 and Fund 50-\$6,140. General Manager Kelly Dodds agreed and will have resolution amended.

Director Kalvans discussed the Desal Water Project, Discussion ensued.

Public Comment: None

**Motion By:** Ward Roney

**Second By:** Anthony Kalvans

**Motion:** To Approve as Amended Resolution needs to read 40- \$6,140 50-\$6,140

Board Members	Ayes	Noes	Abstain	Absent
Anthony Kalvans	X			
Ward Roney	X			
Hector Palafox	X			
Raynette Gregory	X			

**4. Addition of Fire Safety Category with CalPERS for Fire Department personnel.** Review and approve Resolution of Intention 2022-55 to approve an amendment to contract between CalPERS and SMCS D.

General Manager Kelly Dodds expressed that over the last year the District has been working with Calpers to make a “Safety” category. This Safety category would be for the Fire Department

only, and at this time the only position that qualifies is the Fire Chief. Mr. Dodds explained that this is the first step in the process, and asked for any questions.

Board Comment: None

Public Comment: None

**Motion By:** Anthony Kalvans

**Second By:** Hector Palafox

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
Anthony Kalvans	X			
Ward Roney	X			
Hector Palafox	X			
Raynette Gregory	X			

**5. San Miguel Community Services District 2022 Strategic Plan**

Review and adopt the 2022 Strategic plan by RESOLUTION 2022-56

Item presented by General Manager Kelly Dodds and explained that over the last year the District has been working with BHI, to produce a Strategic Plan. The process has included Staff, Directors, and the Public. This plan is a guidebook for the future and is a living document, once approved will not be able to be changed unless brought back to the Board of Directors.

Board Comment: Director Palafox asked about the District Management and the General Manager message. Board Clerk explained that the retired General Manager worked on the plan for the last year, and it is just a timeline issue.

Director Gregory asked that we add an “e” to her name on the 2nd page.

Director Kalvans would like if approved to have a press release and thought that the plan would have a light/landscaping plan included.

Public Comment: None

**Motion By:** Anthony Kalvans

**Second By:** Hector Palafox

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
Anthony Kalvans	X			
Ward Roney	X			
Hector Palafox	X			
Raynette Gregory	X			

**6. Discussion on the Board Handbook.**

Discuss Board Handbook changes and provide any additional changes or language to staff for inclusion in the handbook revision.

Item presented by General Manager Kelly Dodds, explaining that the Board Handbook is the document which guides the actions of the Board. Over the life of this document, it has been modified to include, and remove, legal and board directed requirements to provide a

basis for how the board conducts themselves, as well as their interaction with the Public. Over the last several months, several Board Members have requested to have items revised in, or added, to the Handbook. Discussion and consensus on the listed items ensued.

Board Comment: Each item was discussed by each Director with Legal Counsel participation.  
Public Comment: Owen Davis, San Miguel Resident voiced that he has read the Board Handbook, and voiced that it should be only a two year term for each director, then you are up for election. Mr. Davis expressed that he feels that none of the Directors have read the Board Handbook.

Shelly Anderson, San Miguel resident asked how the Directors can protect themselves, from people that run to be a Director with ill intent, and can a person that runs for the Board be vetted? Ms. Anderson also asked how can a Director be removed from the Board.

District General Counsel gave a quick response to Ms. Anderson's questions. Discussion ensued about civil liability of Directors for harassment, and this also goes for the public harassment of Directors.

*Consensus of the Board is to work with the District's Legal Counsel and bring back a red line version of the changes.*

**11. Board Comment:** None

**12. Adjourn to Closed Session/Closed Session Agenda:**

Public Comment on Closed Session Agenda: None

Adjournment to closed session: 10:10 PM

**1. CONFERENCE WITH LABOR NEGOTIATORS**

**Agency designated representative: Kelly Dodds, General Manager / Douglas L. White, General Counsel**

**Represented Employee union: San Miguel Employee Association (SMEA)**

**2. CONFERENCE WITH LABOR NEGOTIATORS**

**Agency designated representative: Douglas L. White, General Counsel**

**Unrepresented Employee: General Manager**

**3. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**

**Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:1**

**13. Report out of Closed Session:**

Direction was given to staff

**14. Adjournment to Next Regular Meeting:**

11:23 PM

**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 9.2**

**SUBJECT:** 11-17-2022 Draft Special Meeting Minutes (Parent)

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**SUGGESTED ACTION:** Receive and File

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**DISCUSSION:**

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**FISCAL IMPACT:**

None

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**PREPARED BY:** Tamara Parent

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**BOARD OF DIRECTORS**

Raynette Gregory, President                      Anthony Kalvans, Vice-President  
 Ward Roney, Director                              Hector Palafox, Director                      Vacancy, Director

**SPECIAL MEETING MINUTES**

**7:00 P.M. Opened Session Closed Session to follow  
 601 12<sup>th</sup> Street 11-17-2022**

**1. Call to Order:**

7:00pm

**2. Roll Call:** *Raynette Gregory, Anthony Kalvans, Hector Palafox*

ABSENT: *Ward Roney*

**3. Approval of Special Meeting Agenda:**

**Motion By:** Anthony Kalvans

**Second By:** Raynette Gregory

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
Anthony Kalvans	X			
Hector Palafox	X			
Raynette Gregory	X			
Ward Roney				X

**4. Call to Order for Special Meeting/Pledge of Allegiance:**

7:02pm

**5. Public Comment and Communications for items not on the agenda:**

Owen Davis San Miguel Resident, remarked on having the flags up for Veterans Day and thanked the SMFA.

**6. Special Presentations/Public**

**Hearings/Other:** None

**7. Non-District Reports:**

**1. San Luis Obispo County Organizations**

Verbal/Report

Deputy Norris gave a verbal report on the activities for October 2022 for calls for service. The total call for service for Sheriff was 2257 for the year to date and last year was 1681, and San Miguel this year is 1221 and last year was 168.

Board Comment: Director Kalvans asked about San Miguel's last year's low calls cause? Deputy Norris voiced that it is hard to say, pandemic really fluctuated the 'norm'.

Public Comment: None

**2. Camp Roberts—Army National Guard**

Verbal

None

**3. Community Service Organizations**

Verbal

Scott Young, President of the San Miguel Firefighters Association (SMFA), participated in the Burn Relay and donated \$1500.00 to the Alisha Ann Burn Foundation. SMFA did a Mission Street clean up on October 25th. The SMFA participated in two Trunk or Treats for Halloween. Mr. Young thanked Mr. Davis for the kind words on the flags, and voiced that the SMFA is looking for donations for new flags. Collecting toys for the San Miguel Santa Visit has started and Parade will be on 12/17/2022.

Board Comment: Director Kalvans asked about the start time of the parade? 6:00pm. Director Gregory asked for the number of children that got to meet Santa at the last years event? Mr. Young explained that there were around 250 kids in 2021 and 200 kids in 2020. Director Kalvans voiced that San Miguel resident Jene Hoffman passed away and was a long time participant in San Miguel. Her memorial will be on Saturday the 19th at 2:00pm and family asked in lieu of flowers, she would like donations to the Native Daughters. Director Kalvans voiced that the San Miguel Lions Club will be bringing Santa to the Lillian Larsen Elementary School again this year.

Public Comment: None

**8. Staff & Committee Reports - Receive & File:**

**1. General Manager**

Receive Verbal report

General Manager Kelly Dodds gave a verbal report updating the Board of Directors that the District is participating in the "Season of Hope" food donation and that the donation box is at the District office. General Manager Dodds voiced that the Districts insurance company sent a letter that the District received a 1% Discount in rates due to not having any payable claims. Tamara Parent, Board Clerk just got back from the CSDA Board Secretary/Clerk Conference, and received her Advanced Board Clerk Certificate, this conference was paid for by a SDLA scholarship. The two new Board Members went through their first training today with Counsel White and future training is being planned.

Board Comment: None

Public Comment: None

**2. District Counsel**

Receive Verbal report

District General Counsel Doug White gave a verbal report about the new Board Member training.

Board Comment: None

Public Comment: None

**3. District Utilities**

Receive and File

General Manager Kelly Dodds, submitted report as written and asked for any questions.

Board Comment: Director Gregory asked if the Smoke Testing had been completed and what the results from that? Mr. Dodds explained that he is waiting on the results from the California Rural Water Association that performed the test and will update the Board of Directors when he has the final report.

Director Kalvans asked about the change in the Paso Groundwater Basin being changed from severe overdraft to critical. Mr. Dodds explained that he will need to look at this information and bring back an answer at next meeting, after he reviews the information. Discussion ensued if that would help with grant funding for San Miguel.

Public Comment: None

**4. Fire Chief Report**

Receive and File

Fire Chief Scott Young submitted report as written and gave stats with call volume in October were 22 calls for service, and explained that he will be using reports from the Departments Emergency Reporting System moving forward. Chief Young voiced that he has submitted all the documents for the FEPP program, to find surplus property, and actively pursuing the 2022-23 SAFER grant for personnel. The Department has also been working with Lexapol for grant writing purposes, and Department polices and procedures. The Department has also been working with Counsel White for the San Miguel Firefighter Job Description.

Board Comment: Director Kalvans asked the difference between a Good Intent Calls vs False Alarm call difference? Chief Young discussed the difference.

Public Comment: None

**9. Consent Calendar:**

Board Comment: None

Public Comment: None

**Motion By:** Hector Palafox

**Second By:** Anthony Kalvans

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
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Anthony Kalvans	X			
Hector Palafox	X			
Raynette Gregory	X			
Ward Roney				X

1. **Authorize the General Manager to act as authorized representative for Clean Water State Revolving Fund Grants for the Machado Wastewater Treatment Facility** Approve RESOLUTION 2022-49 (Revised) authorizing the General Manager, Kelly Dodds to act as authorized representative for Clean Water State Revolving Fund Grants for the Machado Wastewater Treatment Facility
2. **Authorize the General Manager to act as authorized representative for Clean Water State Revolving Fund Grants for the Sanitary Sewer lining and rehabilitation project** Approve RESOLUTION 2022-59 authorizing the General Manager, Kelly Dodds to act as authorized representative for Clean Water State Revolving Fund Grants for the Sanitary Sewer lining and rehabilitation project

**10. Board Action Items:**

**1. Financial Reports - October 2022**

Review, Discuss and Receive the Enumeration of Financial Reports for October 2022. The Financial Reports are for review and information. After the Audit a final Financial Report will be presented.

Presented by Financial Officer Michelle Hido, updated the Board of Directors on the October 2022 Financial reports and reminded the Board that they are just receiving the information until after the Audit, because there will be journal entries that will affect the reports.

Board Comment: Director Gregory asked about the property sales and asked the location, 1225 Mission Street purchased by Wyrick.

Director Kalvans asked about the redacted lines in the financial reports. Mrs. Hido explained it was per direction from District Counsel.

Director Gregory asked for more information and Counsel White informed the Board of Directors that it is "non-disclosable information" under the public records act. Mr. White gave examples as ongoing litigation and/or human resources.

Public Comment: None

**2. 2022 Local Agency Formation Commission (LAFCO) Municipal Services Review (MSR) Sphere of Influence (SOI) Questionnaire.**

Review the attached LAFCO MSR / SOI questionnaire and supporting documentation.

Item was presented by Fire Chief Scott Young, as the Representation for LAFCO LAFCO is required to do a SOI /MSR review every 5 years. The District is overdue by no fault of the District, LAFCO has been behind. Mr. Young voiced that he and Retired Fire Chief Rob Roberson attended a meeting with LAFCO regarding the District. The packet includes a Draft Summary of the direction of the Fire Department and the Fire District, Discussion ensued.

Board Comment: Director Kalvans voiced that LAFCO fascinates him and voiced that he had some comments that he thinks would improve the MSR report voicing his comments that he would like to have incorporated and he will be forwarding them to Mr. Young. Discussion ensued.

*San Miguel Resident, Owen Davis called "point of order" and asked that Director Kalvans stays within his allotted five minutes.*

Director Kalvans wrapped up his thoughts and explained how important LAFCO's SOI/MSR was, due to them having the ability to take tax moneys away or disburse other tax monies to the District.

Director Palafox voiced that he was glad we have a Master Plan completed to be used. Public Comment: None

**3. Actuary report for Fire Safety category with CalPERS for Fire Department personnel.**

Review and discuss the actuary for the potential future cost of creating the safety classification under the current contract with CalPERS.

General Manager Kelly Dodds presented the item and explained that this is required additional information from last months meeting. The additional document from CalPERS is identifying the additional cost for the Safety Position. No action is being requested, just information for the Board and does not change the position of the District.

Board Comment: None

Public Comment: None

**4. Fire Department Code Enforcement Violation**

Continue discussion on the correctional measures to resolve the Code Enforcement Notice of Violation for the existing conditions at the San Miguel Fire Station

Fire Chief Young presented the item and voiced that he is continuing to work on the project. The building department has a Correction list and Nick, the Architect that is being used as part of the design team, is reviewing the list and working with the Fire Department.

Board Comment: Director Gregory asked about the Minor use permit, and explained that this was for next item.

Public Comment: None

**5. Fire Department Temporary Housing Unit**

Continue discussion on the process required to provide a Temporary Fire Department Staffing Housing Unit including space for a Sheriff's Beat Station

Fire Chief Young presented this item and asked for questions. Mr. Young answered Director Gregory's question about the Minor Use Permit fees was around \$8,100 and submitted with a fee waiver, and \$5,000 was approved, but it was applied to the demolition permit. Discussion ensued about the escrow account that will reimburse the credit card used. Discussion on the timeline ensued, and that construction documents were submitted.

Board Comment: Director Kalvans asked if the project needed to go through the Advisory Committee? Chief Young was not aware but could be part of the process, but would update the Directors as he finds out. Director Kalvans thanked Mr. Young for working on this for

the community.

Director Gregory asked about incorporating the tree trimming into this project. Chief Young voiced that the trees are in the County's " Right of Way", and explained that he has called the county and asked for the trees to be trimmed but the County has not come out, but feels that in all due time it will be a safety issue. Director Gregory asked about the length of the process so far. Chief Young explained that he has been working on this for over a year, and hopes the permit process will be done by April/May of 2023

Public Comment: None

**11. Board Comment:**

Director Kalvans asked if the Master Plan was incorporated into the Strategic Plan? General Manager Kelly Dodds explained that it was not explicitly listed but the District is moving forward on adding a Lighting/Landscaping into the Master Plan as expressed by Board directive. Director Kalvans also asking about more positive media posts, liked the FB posts and voiced that he feels that it is important to show that the Staff and Board are working to support the community.

**12. Adjourn to Closed Session/Closed Session Agenda::**

Public Comment on Closed session Agenda: None

7:52 PM Adjourn to Closed Session.

**1.**

**CONFERENCE WITH LABOR NEGOTIATORS**

**Agency designated representative: Kelly Dodds, General Manager / Douglas L. White, General Counsel**

**Represented Employee union: San Miguel Employee Association (SMEA)**

Discussion

**2.**

**CONFERENCE WITH LABOR NEGOTIATORS**

**Agency designated representative: Douglas L. White, General Counsel**

**Unrepresented Employee: General Manager**

Discussion

**3. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**

**Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:1**

Discussion

**13. Report out of Closed Session:**

Direction was given to staff

**14. Adjournment to Next Regular Meeting:**

10:08 PM

Next Meeting is December 15th, 2022

**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 9.3**

**SUBJECT:** Authorize the General Manager to act as authorized representative for Clean Water State Revolving Fund Grants for the Machado Wastewater Treatment Facility Construction Funding (Dodds)

---

**SUGGESTED ACTION:** Approve RESOLUTION 2022-62 authorizing the General Manager, Kelly Dodds to act as authorized representative for Clean Water State Revolving Fund Grants for the Machado Wastewater Treatment Facility Construction Funding.

---

**DISCUSSION:**

The approval of RESOLUTION 2022-62 approves the General Manager as the authorized representative for the acceptance, signing, and administration of CWSRF construction funding for the Machado Wastewater Treatment Facility.

---

**FISCAL IMPACT:**

None.

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PREPARED BY: Kelly Dodds

---

**RESOLUTION NO. 2022-62**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING THE  
GENERAL MANAGER TO SIGN AND FILE A FINANCIAL ASSISTANCE  
APPLICATION FOR FINANCING OF THE CONSTRUCTION WASTEWATER  
TREATMENT PLANT UPGRADE PROJECT WITH THE STATE WATER  
RESOURCES CONTROL BOARD ON BEHALF OF SAN MIGUEL COMMUNITY  
SERVICES DISTRICT.**

**WHEREAS**, San Miguel Community Services District (“District”) has the responsibility to maintain the community’s wastewater treatment facility; and

**WHEREAS**, there may be grant funds available from the California State Water Resources Control Board Clean Water State Revolving Fund Program to use for funding the construction of the required Wastewater Treatment Plant renovation / expansion (the “Project”); and

**NOW THEREFORE, BE IT RESOLVED**, the San Miguel Community Services District Board of Directors (“Board”) does hereby resolve, determine, and order as follows:

1. The Board authorize the General Manager to sign and file, for and on behalf of the District, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of improvements to the Project.
2. The General Manager is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.
3. The General Manager is designated to represent the District in carrying out the District’s responsibilities under the financing agreement, including certifying disbursement requests on behalf of the District and compliance with applicable state and federal laws.

On the motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_ and on the following roll call vote, to wit:

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAINING:**  
**VACANCY:**

The foregoing Resolution is hereby passed and adopted this 15<sup>th</sup> day of December 2022.

\_\_\_\_\_  
Raynette Gregory,  
President Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Kelly Dodds, General Manager

\_\_\_\_\_  
Douglas L. White, District General Counsel

**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 9.4**

**SUBJECT:** Authorized representative for Prop1 Round 2 IRWM funding (Dodds)

---

**SUGGESTED ACTION:** Approve Resolution 2022-69 designating the General Manager as the authorized representative for the PROP 1 Round 2 IRWM funding application and award.

---

**DISCUSSION:**

Earlier this year the District submitted a proposal to the WRAC (Water Resources Advisory Committee) and RWMG (Regional Water Management Group) working groups which included several water related projects within the District, to be reviewed for inclusion in the 2022 Prop 1 Round 2 IRWM (Integrated Regional Water Management) grant funding application.

One of the projects submitted by the District was approved by the group to be included in a suite of projects to be included in a funding application to the state. That project was to replace a deteriorating section of water main in the Mission Street alley between San Luis Obispo street and 10th Street at an estimated cost of \$300,000.

In order to proceed with the application this Board needs affirm support for the project and to designate an authorized representative to act on behalf of the District for the application and the subsequent funding contract.

As with prior IRWM grants, this grant would be on reimbursement basis for this project, and all costs associated with this project would be covered up to the total amount of our award. This grant award will be administered by the SLO County Flood Control and Conservation District as it has in the past awards.

---

**FISCAL IMPACT:**

Minimal cost associated with a cost share for the SLO County Flood Control District to prepare and submit the application on behalf of all participants.

If awarded the district will receive approximately \$300,000 for this project.

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PREPARED BY: Kelly Dodds

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## RESOLUTION NO. 2022-69

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT DESIGNATING THE GENERAL MANAGER AS THE AUTHORIZED REPRESENTATIVE TO FILE APPLICATION AND EXECUTE AGREEMENTS FOR THE 2022 PROPOSITION 1 INTEGRATED REGIONAL WATER MANAGEMENT IMPLEMENTATION GRANT PROGRAM

**WHEREAS**, the State of California has established an Integrated Regional Water Management (IRWM) grant program pursuant the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (also known as Proposition 1); and

**WHEREAS**, the San Miguel Community Service District signed onto a Memorandum of Understanding, incorporated herein as Attachment No. 1, which established the District as a member of the Regional Water Management Group for the San Luis Obispo County Region, and which also designates the San Luis Obispo County Flood Control and Water Conservation District (the "Flood Control District") as the lead agency to submit Integrated Regional Water Management grants; and

**WHEREAS**, the General Manager, is especially suited to ensure the grant application materials submitted by and on behalf of the District are prepared in a complete, efficient and adequate manner; and

**WHEREAS**, the General Manager has the authority to ensure that projects are carried out in full compliance with the applicable permits and agreements; and

**WHEREAS**, the General Manager, submitted the Water Reliability Project for inclusion in the San Luis Obispo County Region's 2022 Proposition 1 Round 2 IRWM grant program application; and

**WHEREAS**, the Water Reliability Project was recommended, at a cost of \$300,000 by the Regional Water Management Group and the San Luis Obispo County Water Resources Advisory Committee; and

**WHEREAS**, Attachment No. 2 includes a list of all the local projects endorsed to be in the Region's application to the California Department of Water Resources; and

**WHEREAS**, in anticipation of the final application submittal, Flood Control District staff has requested that local agencies adopt a resolution verifying support for the project, authorization to proceed with the IRWM grant application, and authorization to enter into reimbursement agreement to fund a share of the Flood Control District's costs; and

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** by the Board of Directors of the San Miguel Community Services District, State of California, that:

1. The San Miguel Community Service District Board of Directors supports the Water Reliability Project as described in Attachment No. 2, and that the application be made to the California Department of Water Resources to obtain a 2022

Proposition 1 Round 2 Integrated Regional Water Management Implementation Grant pursuant to the Water Quality, Supply, and Infrastructure Improvement Act of 2014 in coordination with the Flood Control District and the Regional Water Management Group.

2. The General Manager, or Designee, of the San Miguel Community Services District is hereby authorized and directed to prepare the necessary data, conduct investigations, file such application required for grant funding, and to execute a grant agreement (which must first be approved as to form by District Legal Counsel) with the San Luis Obispo County Flood Control and Water Conservation District.
3. The General Manager, or Designee, of the Sana Miguel Community Service District is hereby authorized to enter into a reimbursement agreement to pay for District's share of the Flood Control District application costs.

On the motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_ and on the following roll call vote, to wit:

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAINING:**

the foregoing Resolution is hereby passed and adopted this 15th day of December 2022.

\_\_\_\_\_  
\_\_\_\_\_, Board President

**ATTEST:**

**APPROVED AS TO FORM AND CONTENT:**

\_\_\_\_\_  
Kelly Dodds, General Manager

\_\_\_\_\_  
Douglas L. White, District General Counsel

## **Attachment 2. Summary of Selected Projects**

### **Project 1: Indirect Potable Reuse**

#### **Project Proponent: City of Morro Bay (City)**

To develop a more reliable and resilient water supply portfolio, the City is constructing a Water Reclamation Facility (WRF) which incorporates advanced treatment for indirect potable reuse (IPR). Specifically, the IPR component includes injection wells and recycled water pipelines to recharge the Morro groundwater basin (Morro Basin) with advanced purified water. The WRF's IPR facilities will have the capacity to produce up to 825 acre-feet per year (AFY) of advanced purified recycled water, which will be injected into the Morro Basin. By augmenting recharge in the Morro Basin, the City will protect the basin water quality (from seawater intrusion and nitrate contamination) and be able to extract up to 80 percent of their average water demands or approximately 880 AFY when imported SWP water supplies are limited and/or unavailable. This project provides the City with a new, reliable and drought resilient water supply source, thereby diversifying the City's water portfolio and providing the necessary protection against climate change drought impacts, natural disasters and infrastructure failures.

### **Project 2: Central Coast Blue, Phase 1**

#### **Project Proponent: City of Pismo Beach**

Central Coast Blue (Project) is a regional, indirect potable reuse project developed in response to recent droughts that highlighted vulnerabilities in the Central Cost Blue Partners' (cities of Arroyo Grande, Grover Beach, and Pismo Beach) water supply portfolios and the seawater intrusion risks faced by the groundwater basin. The Project will improve the reliability of the community's water supply portfolio by capturing wastewater flows from the Pismo Beach Wastewater Treatment Plant (WWTP), purifying the water, and injecting it into the Northern Cities Management Area of the Santa Maria Groundwater Basin that is an important component of the water supply portfolios for the Central Coast Blue Partners.

### **Project 3: Oceano Water Resource Reliability Project**

#### **Project Proponent: Oceano Community Services District (OCSD)**

The Oceano Water Resource Reliability Project replaces non-standard obsolete/aged pipes that are leaking and contributing to water losses. Pipe replacement will support water use and operational efficiency for a State Water Project sub-contractor. The project will also address water reliability by improving system pressures and flows for fires and other emergencies with the installation of new larger pipes.

*Continued on next page.*

#### **Project 4: Master Water Report and Information System**

##### **Project Proponent: San Luis Obispo County Flood Control & Water Conservation District**

The Public Works Department, in coordination with the Planning Department, is developing a tool to improve the District's and County's approach to the collection, storage, analysis and reporting of data and information needed for water-related planning efforts. This Decision Support Tool will facilitate a comprehensive update to the Master Water Report (MWR). This project would develop the data and information management and reporting tools needed to facilitate this and future updates to the MWR as well as other analysis needs determined in coordination with other County departments.

#### **Project 5: Water Reliability Projects**

##### **Project Proponent: San Miguel Community Services District (SMCSD)**

A District Master Plan was finalized in 2020. Three high priority projects identified including: (1) replace aging and undersized pipelines, (2) replace undersized and poor condition tank with a new 25,000 gallon tank, and (3) construct a new booster pump station to improve inadequate pressure and fire flow. The pipeline replacement project addresses existing 4-inch cast-iron and 3-inch asbestos cement pipelines to be replaced with a new 8-inch PVC pipeline located within the right-of-way. This project will improve deficient pressure and fire flows to approximately 20 residences, reduce operating costs by reducing system losses, and reduce water losses from the existing pipelines in the event that they fail. Only pipeline replacement project would be included in this grant application

**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 9.5**

**SUBJECT:** SAFER Grant Applicant Approval by RESOLUTION 2022-63(Young)

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**SUGGESTED ACTION:**

Review and approve Resolution 2022-63 appointing the District Fire Chief as the representative in all matters relating to the SAFER Grant process.

---

**DISCUSSION:**

The San Miguel Fire Department is responsible for providing emergency services throughout the San Miguel Community Services District, the County of San Luis Obispo, and the State of California and understands the need for adequate staffing to meet the level of service required to service this need. In order to achieve this level of staffing the San Miguel Fire Department is in the process of applying for the 2023 SAFER Grant cycle.

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**FISCAL IMPACT:**

San Miguel Fire has entered into an agreement with Lexipol on November 11, 2022 in the amount of \$3,750.00 to assist with the grant writing process.

---

**PREPARED BY:** Scott Young

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**RESOLUTION NO. 2022-63**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING THE DISTRICT  
FIRE CHIEF TO APPLY FOR AND REPRESENT SAN MIGUEL COMMUNITY  
SERVICES DISTRICT FIRE DEPARTMENT IN ALL MATTERS RELATING TO THE  
STAFFING FOR ADEQUATE FIRE EMERGENCY RESPONSE (SAFER) GRANT**

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**WHEREAS**, San Miguel Community Services District Fire Department ("Department") has undertaken the responsibility of providing fire protection and emergency services within the San Miguel Community Services District ("District"), County of San Luis Obispo ("County"), and State of California ("State"); and

**WHEREAS**, the Department recognizes the need for staffing in order to perform daily operations in addition to preventing and fighting wildland, rural, structure, vehicle, and other types of fires, in addition to providing emergency services within the District, County, and State; and

**WHEREAS**, Scott Young, as the Chief of the Department, is the most appropriate person to represent the Department in all matters relating to the Staffing for Adequate Fire Emergency Response ("SAFER") Grant Program application, implementation, and agreement.

**NOW, THEREFORE, BE IT RESOLVED** that the San Miguel Community Services Board of Directors ("Board") appoints Scott Young to represent the Department in all matters relating to the SAFER Grant Program application, implementation, and agreement.

On the motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_ and on the following roll call vote, to wit:

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAINING:**
- VACANCY:**

the foregoing Resolution is hereby passed and adopted this 15th day of December 2022.

\_\_\_\_\_  
\_\_\_\_\_, Board President

**ATTEST:**

**APPROVED AS TO FORM AND CONTENT:**

\_\_\_\_\_  
Kelly Dodds, General Manager

\_\_\_\_\_  
Douglas L. White, District General Counsel

**Account Executive Information:**

Carrie Schneider  
 Account Executive  
 cschneider@lexipol.com  
 (469) 553-0641  
 Lexipol  
 2611 Internet Boulevard, Suite 100  
 Frisco, Texas 75034

**Department Information:**

Scott Young  
 Chief  
 fireprevention@sanmiguelcsd.org  
 (805) 467-3388  
 San Miguel Community Services District Fire Department  
 1150 Mission St  
 San Miguel, California 93451

**Date:** 11/11/2022**Start Date:**  
11/30/2022**Valid Through:** 11/30/2022**End Date:**  
11/29/2023

QTY	DESCRIPTION	UNIT PRICE	DISC (%)	DISC AMT	EXTENDED
1	Complete Grant Writing Service	USD 5,000.00	25.00	USD 1,250.00	USD 3,750.00
				USD 1,250.00	
				USD 1,250.00	
				<b>Discount:</b>	USD 1,250.00
				<b>TOTAL:</b>	USD 3,750.00

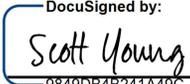
**Notes**

SAFER FY22 - Hiring

**Discount Notes**

includes 25% November promotional discount

**San Miguel Community Services District Fire  
Department**

Signature:  \_\_\_\_\_  
Print Name: Scott Young  
Title: Fire Chief  
Date Signed: 11/11/2022

**Terms & Conditions:**

***An invoice or credit card authorization form will be sent upon receipt of a signed agreement.***

**Contract Delivery:** Department and/or agency takes full responsibility for submitting required information on time. Department and/or agency is responsible for submitting the final grant application by the grant deadline. Failure to submit requested materials to write the grant application on time will result in rollover of project to next grant application cycle. Requests for contract cancellation will result in a 50% fee of the total value of the contract. The GrantFinder Master Subscription Agreement ("MSA") located at <http://www.lexipol.com/GTGF-Master-ServiceAgreement> between the Customer and Lexipol govern the use of the Lexipol GrantFinder research system and related services. By executing this Order Form, Customer agrees to the terms of this document and the MSA. **Services to Be Provided:** Lexipol will provide ("Subscriber") with an annual license to GrantFinder. ("Services"). Praetorian Digital warrants that (i) Services will have an uptime of at least 95% during the term; (ii) Praetorian Digital has the right to enter into this agreement and to perform its obligations hereunder; and (iii) Services do not infringe any patent, copyright, trademark, trade secret or other proprietary right in any jurisdiction or otherwise contravene any rights of any third person. **Term:** The initial term of this agreement is specified by the start and end dates above. **Billing & Renewal:** Invoice for grant writing agreements will be sent as soon as work is started for target grant. Complete payment must be received no later than 30 days after receipt of invoice. GrantFinder shall renew automatically at current rate card rates for 1 year unless Subscriber notifies Lexipol, in writing, prior to sixty (60) days before the initial term is to end. **Collections:** Client agrees to pay for all costs of collection, including but not limited to, reasonable attorney fees and other fees made necessary by the nonpayment. Lexipol reserves the right to suspend all services until payment is received in full and may terminate this agreement at their discretion if department and/or agency fails to comply with the terms of this agreement. Accounts over 28 days past due shall be charged a twenty-five dollar (\$25) late fee. **Materials:** Must be received 5 days prior to the grant application close date.

## San Miguel Community Services District Fire Department Grant Assistance Proposal

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**Confidentiality:** *The information contained in this proposal is confidential and is intended only for the persons to whom it is transmitted to by Lexipol.*

### Grant Assistance Program Summary

More than \$600 billion in grants is available to public safety agencies and local government each year. But it can be difficult to navigate through the grant process. Few agencies have grants experts on staff, or the time to research opportunities and develop grant applications. Lexipol's preaward grant services provide customized solutions enabling applicants to tap into federal, state, and private grants. With our team of expert grant writers, researchers, and project managers, you will craft the best grant application possible, helping you obtain the funding you need for essential programs, equipment, and personnel. While we cannot guarantee funding, we will do everything in our power to make sure we have clearly and effectively presented a strong case statement for funding your proposed grant project to the grant making agency.

### The Lexipol Advantage

Lexipol was founded by public safety experts who saw a need for a better, safer way to run a public safety agency. Since the company launch in 2003, Lexipol has grown to form an entire risk management solution for public safety and local government. Today, we serve more than 8,100 agencies and municipalities and 2 million public safety and government professionals with a range of informational and technological solutions to meet the challenges facing these dynamic industries. In addition to providing policy management, online training, wellness resources, and grant assistance, we provide 24/7 industry news and analysis through the digital communities Police1, FireRescue1, Corrections1, EMS1 and Gov1. Our customers choose Lexipol to help them expertly navigate the increasingly complex grant process to secure funding for mission critical needs. The benefits of our grant solutions include:

- Industry expertise with combined grant experience of more than 100+ years
- Experience with a board range of grant programs such as DOJ, COPS, SAMHSA, FEMA, USDA, numerous state, corporate, and foundation grants, and many more
- 40% success rate, compared with the national average of just 17%
- Nearly \$300 million in grant funding secured to date
- Save time and effort by simplifying and streamlining the grant find and proposal submission process
- Identification of grants most appropriate for your agency and project

Lexipol is backed by the expertise of 320 employees with more than 2,075 years of combined experience in grants, constitutional law, civil rights, ADA and discrimination, mental health, psychology, labor negotiations, Internal Affairs, use of force, hazmat, instructional design, and a whole lot more. That means no more trying to figure out policy, develop training or wellness content or secure funding on your own. You can draw on the experience of our dedicated team members who have researched, taught, and lived these issues.

We look forward to working with San Miguel Community Services District Fire Department to address your unique challenges.

## Scope of Services

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### Complete Grant Writing Service

Billions of dollars in grants is available to public safety agencies and local government each year, but finding and applying for such funding is a complex and resource-intensive task. Lexipol's Complete Grant Writing Service combines the expertise of our grant writers, researchers and project managers to help you navigate through the grant process.

- Customized grant research specific to your agency's funding needs
- Unlimited, personalized grant consulting from senior grant consultants
- Customized, written grant narratives based on information provided by your agency
- Completion of grant application
- Unlimited reviews of your grant application before final submission

Agency Expectations: Please note the following service process to ensure our agreement runs smoothly.

Grant applications can take up to 100 hours to complete. While we will take on 85% of the work needed for a successful application, the agency will be asked to partner with us by providing important information to supplement the remaining 15% of the project. This may require up to 15 agency hours.

Here is a step-by-step outline of the post-contract process:

- You will be introduced to your assigned, dedicated Project Manager, who will be your primary point of contact over the entire project to submission.
- An introductory call to review project and confirm grant will take place as needed shortly after.
- Your Project Manager will then send over selected grant program and project-specific worksheets for completion by the agency. These worksheets help us collect critical information and programmatic details needed for application data entry and crafting of your narratives. This is the 15% of the project that we will need your direct help with.
- Once your team sends completed worksheets to the Project Manager, we will carefully review them and will contact you if we need more information.
- The Agency will be asked for feedback throughout the process. We recommend assigning a minimum of two agency contacts for the project. Your input is critical for your application's success!

**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 10.1**

**SUBJECT:** Financial Reports - November 2022 (Hido)

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**SUGGESTED ACTION:** Review, Discuss and Receive the Enumeration of Financial Reports for November 2022. The Financial Reports are for review and information. After the Audit a final Financial Report will be presented.

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**DISCUSSION:**  
See Attachments

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**FISCAL IMPACT:**  
None

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**PREPARED BY:** Michelle Hido

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# San Miguel Community Services District NOVEMBER 2022 Financial Report

December 8<sup>th</sup>, 2022

**BOARD ACTION:** Review the enumeration of Financial Reports for November 2022

**NOVEMBER 2022 Revenue:** \$271,539.30 Sales Revenue, Property Taxes, Franchise Fees, Fire Impact Fees

**NOVEMBER 2022 Expenses:** \$191,487.38

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## **FIRE DEPT PROJECTS:**

Resolution 2021-05: MDC- Budget: \$20,000.00

NOVEMBER costs: \$0

Project costs to date: \$7,944.34 (40% spent)

Status: In Process

Resolution 2022-22: Fire Temporary Housing Unit- Budget: \$274,378.95

NOVEMBER costs: County Plan Fees \$0

Project costs to date: \$22,175.44 (8.08% spent)

Status: In Process

Fire Station Remodel- Budget: none

NOVEMBER costs: \$0

Project costs to date: \$3,545.34

Status: In Process

Resolution 2022-31 Fire Station Code Enforcement Violation- Budget: \$46,500.00

NOVEMBER costs: Demo Plan Check Fees \$825.00

Project costs to date: \$10,552.30 (22.69% spent)

Status: In Process

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## **UTILITY DEPT PROJECTS:**

WWTF Expansion Resolution 2021-20,32,33,35- by SWRCB Order June 2018

NOVEMBER costs: Engineering, Final MND & EA \$17,748.07

Project costs to date: \$515,607.16

Status: In Process

WWTF Resolution 2021-33: MBR- Budget: \$206,835.37/\$6,894,512.30

NOVEMBER costs: \$0

Project costs to date: \$128,468.83 (62% spent)

Status: In Process

WWTF Resolution 2021-35: Headworks- Budget: \$250,231.00

NOVEMBER costs: \$0

Status: Started

**San Miguel Community Services District  
NOVEMBER 2022 Financial Report**

WWTF Resolution 2022-51: Scissor Lift- Budget: \$30,000.00

NOVEMBER costs: \$0  
Project costs to date: \$0 (0% spent)  
Status: Started

WWTF Resolution 2022-04: WSC – NOI for Permit- Budget: \$50,000.00

NOVEMBER costs: \$0  
Project costs to date: \$18,075.00 (36% spent)  
Status: In Process

**C.S.D. PROJECTS:**

Resolution 2022-41: C.S.D. Temporary Office Set-up- Budget: \$28,645.00

NOVEMBER costs: \$0  
Project costs to date: \$1,784.45 (6.0% spent)  
Status: In Process

**LEGAL SERVICES**

NOVEMBER Legal bills: October

**2022/23 LEGAL EXPENSES TO DATE:**

BOARD MEETINGS:	\$ 7,063.49
CSD BOARD REQUESTS:	\$ 1,124.92
FIRE:	\$ 271.20
GENERAL CSD/ADMIN:	\$ 5,353.00
GENERAL HR AND HR CONTRACTS:	\$ 23,603.52
HR INVESTIGATION/ARBITRATION:	\$ -
PUBLIC RECORDS REQUESTS:	\$ 776.58
RECALL:	\$ 1,310.39
SEWER:	\$ 6,466.40
SOLID WASTE:	\$ -
WATER:	\$ -

**TOP 5 GENERAL OPERATING EXPENSES (at the time of this report):**

- RS Communications \$18,542.2 – BK5000 Radios
- Bartle & Wells \$8,412.81 – Rate Study
- Templeton Uniforms \$4,478.76 – Wildland Pants
- Lexipol \$3,750.00 – Grant Writing Services
- CIO \$3,016.00 – November IT Services

**San Miguel Community Services District  
NOVEMBER 2022 Financial Report**

**MONTHLY RECURRING EXPENSES** (at the time of this report):

CalPERS Employer costs only	\$10,314.06
PG&E (Facilities & Lighting)	\$11,273.20
US Bank SMCSD Credit Cards	\$5,250.63
WEX Bank SMCSD District Vehicle Fuel	\$795.85

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The information provided is current as of the time of this report, and is subject to change based on final audit adjustments and the Annual Audit.

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**RECOMMENDATION:**

The November 2022 SMCSD Financial Reports are for review and information. After the Audit a final Financial Report will be presented.

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**PREPARED BY:**

*Michelle Hido*  
Financial Officer

**REVIEWED BY:**

---

Kelly Dodds, SMCSD General Manager

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8618	19998S	689 AMAZON CAPITOL SERVICES	115.55						
1WQ4-HV3G-PVPT									
1	1WQ4-HV3G	11/01/22 ATLAS SWIVEL	115.55			40 64000	351		10200
8619	19998S	689 AMAZON CAPITOL SERVICES	0.00						
1W79-PD47-DVQQ									
1	1W79-PD47	11/01/22 SANI, ICE CLEANER, KEYBOARD	86.61			40 64000	305		10200
2	1W79-PD47	11/01/22 SANI, ICE CLEANER, KEYBOARD	86.60			50 65000	305		10200
9900	K9CM-JGJD	11/01/22 SS CABLE WIRE ROPE	-173.21			30 63000	353		10200
CI	14								
8620	19998S	689 AMAZON CAPITOL SERVICES	19.12						
1W79-PD47-CLNC									
1	PD47-CLNC	11/01/22 2023 CALENDARS	15.64			20 62000	410		10200
2	PD47-CLNC	11/01/22 2023 CALENDARS	1.63			30 63000	410		10200
3	PD47-CLNC	11/01/22 2023 CALENDARS	23.45			40 64000	410		10200
4	PD47-CLNC	11/01/22 2023 CALENDARS	23.13			50 65000	410		10200
5	PD47-CLNC	11/01/22 2023 CALENDARS	1.30			60 66000	410		10200
9900	K9CM-JGJD	11/01/22 SS CABLE WIRE ROPE	-46.03			30 63000	353		10200
CI	14								
8621	19998S	689 AMAZON CAPITOL SERVICES	98.30						
19W4-6VR9-MPVK									
1	6VR9-MPVK	11/01/22 WARNING SIGNS	49.15			40 64000	305		10200
2	6VR9-MPVK	11/01/22 WARNING SIGNS	49.15			50 65000	305		10200
<b>Total for Vendor:</b>			<b>232.97</b>						
8591	-99301E	714 AT&T MOBILITY	177.90						
FIRE CELL PHONES									
1	09102022	10/02/22 FIRE CELL PHONE - ROBERSON	44.48			20 62000	465		10200
2	09102022	10/02/22 FIRE CELL PHONE - YOUNG	44.47			20 62000	465		10200
3	10102022	10/02/22 FIRE CELL PHONE - ROBERSON	44.48			20 62000	465		10200
4	10102022	10/02/22 FIRE CELL PHONE - YOUNG	44.47			20 62000	465		10200

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8592	-99300E	714 AT&T MOBILITY	88.86						
FIRE CELL PHONES									
1	11102022	11/02/22 FIRE CELL PHONE - ROBERSON	44.43			20 62000	465		10200
2	11102022	11/02/22 FIRE CELL PHONE - YOUNG	44.43			20 62000	465		10200
<b>Total for Vendor:</b>			<b>266.76</b>						
8634	20017S	622 BALDWIN ELECTRIC SERVICE	825.79						
AERATOR PUMP B- MOTOR SAVER REPLACED									
1	492	11/14/22 AERATOR PUMP B- MOTOR SVR REPL	825.79			40 64000	582		10200
<b>Total for Vendor:</b>			<b>825.79</b>						
8654	20018S	548 BARTLE WELLS ASSOCIATES	8,412.81						
2022 Rate Study									
1	565B-1003	11/16/22 Rate Study 2022	4,206.40			40 64000	432	22005	10200
2	565B-1003	11/16/22 Rate Study 2022	4,206.41			50 65000	432	22005	10200
<b>Total for Vendor:</b>			<b>8,412.81</b>						
8568	19985S	34 BLAKE'S INC	76.09						
1	1520135	10/28/22 EXTENSION CORDS	38.04			40 64000	490		10200
2	1520135	10/28/22 EXTENSION CORDS	38.05			50 65000	490		10200
8608	19999S	34 BLAKE'S INC	58.70						
1	1521853	11/08/22 RAIN GEAR	29.35			40 64000	348		10200
2	1521853	11/08/22 RAIN GEAR	29.35			50 65000	348		10200
8609	19999S	34 BLAKE'S INC	4.13						
1	1521721	11/07/22 WELL 3, SLT	4.13*			50 65000	351		10200
<b>Total for Vendor:</b>			<b>138.92</b>						
8630	20000S	340 C&N TRACTORS	139.27						
1	62996P	10/25/22 SAW REPAIR	139.27*			20 62000	351		10200
<b>Total for Vendor:</b>			<b>139.27</b>						

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8648	-99285E	67 CHARTER COMMUNICATIONS	129.98						
Acct# 8245 10 105 0027311 Spectrum Business Internet/Voice									
Service 11/11/22 - 12/10/22									
1	7311111122	11/11/22 Internet/Voice CSD NOV	64.99			40 64000	375		10200
2	7311111122	11/11/22 Internet/Voice CSD NOV	64.99			50 65000	375		10200
8653	-99284E	67 CHARTER COMMUNICATIONS	302.96						
Acct# 212691601 Spectrum Enterprise Internet									
Service 10/01/22 - 11/30/22									
1	11/01/22	INTERNET LIFT STATION OCT-NOV	302.96			40 64000	375		10200
212691601110122									
8682	20030S	67 CHARTER COMMUNICATIONS	119.98						
Acct# 8245 10 105 0040553 1765 Bonita Treatment Facility									
Service from 11/18/2022 - 12/17/2022									
1	0553111822	11/18/22 Internet/Voice WWTP11/18-1	59.99			40 64000	375		10200
2	0553111822	11/18/22 Internet/Voice WWTP11/18-1	59.99			50 65000	375		10200
<b>Total for Vendor:</b>			<b>552.92</b>						
8635	-99290E	712 CIO SOLUTIONS	3,016.00						
1	98340-122	11/14/22 IT SUPPORT - NOVEMBER	723.84			20 62000	321		10200
2	98340-122	11/14/22 IT SUPPORT - NOVEMBER	75.40			30 63000	321		10200
3	98340-122	11/14/22 IT SUPPORT - NOVEMBER	1,085.76			40 64000	321		10200
4	98340-122	11/14/22 IT SUPPORT - NOVEMBER	1,070.68			50 65000	321		10200
5	98340-122	11/14/22 IT SUPPORT - NOVEMBER	60.32			60 66000	321		10200
<b>Total for Vendor:</b>			<b>3,016.00</b>						
8623	20001S	429 COUNTY OF SAN LUIS OBISPO - EH	532.00						
1	IN0140323	11/01/22 WELL 3 2023	532.00			50 65000	715		10200

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8624 1	20001S IN0140324	429 COUNTY OF SAN LUIS OBISPO - EH 11/01/22 SLT WELL 2023	532.00 532.00			50 65000	715		10200
8625 1	20001S IN0140322	429 COUNTY OF SAN LUIS OBISPO - EH 11/01/22 WELL 4 2023	532.00 532.00			50 65000	715		10200
8626 1	20001S IN0140311	429 COUNTY OF SAN LUIS OBISPO - EH 11/01/22 WWTF 2023	532.00 532.00			40 64000	715		10200
		<b>Total for Vendor:</b>	<b>2,128.00</b>						
8567 1 2	19986S 837096 837096	654 CULLIGAN WATER 10/31/22 WATER DELIVERY OCT 10/31/22 WATER DELIVERY OCT	27.17 13.58 13.59			40 64000 50 65000	305 305		10200 10200
		<b>Total for Vendor:</b>	<b>27.17</b>						
8603 1	20002S 202205000	660 DUDEK 09/13/22 FINAL MND AND EA	4,061.82 4,061.82			40 64000	587		10200
		<b>Total for Vendor:</b>	<b>4,061.82</b>						
8613 1	20003S 283964A	112 FGL - ENVIRONMENTAL ANALYTICAL 11/09/22 COLIFORM	353.00 353.00			50 65000	359		10200
8614 1	20003S 283919A	112 FGL - ENVIRONMENTAL ANALYTICAL 11/09/22 WET CHEMISTRY	189.00 189.00			40 64000	355		10200
8615 1	20003S 283965A	112 FGL - ENVIRONMENTAL ANALYTICAL 11/09/22 METALS	123.00 123.00			50 65000	358		10200
8616 1	20003S 283965A	112 FGL - ENVIRONMENTAL ANALYTICAL 11/09/22 METALS	123.00 123.00			50 65000	358		10200
8617 1	20003S 284032A	112 FGL - ENVIRONMENTAL ANALYTICAL 11/09/22 METALS	123.00 123.00			50 65000	358		10200

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8628 1	20003S 284124A	112 FGL - ENVIRONMENTAL ANALYTICAL 11/11/22 METALS	123.00 123.00			50 65000	358		10200
8629 1	20003S 284001A	112 FGL - ENVIRONMENTAL ANALYTICAL 11/11/22 WET CHEMISTRY	189.00 189.00			40 64000	355		10200
8631 1	20003S 283577A	112 FGL - ENVIRONMENTAL ANALYTICAL 10/14/22 WET CHEMISTRY	189.00 189.00			40 64000	355		10200
8639 1	20019S 284129A	112 FGL - ENVIRONMENTAL ANALYTICAL 11/15/22 WET CHEMISTRY	20.00 20.00			50 65000	356		10200
8640 1	20019S 284127A	112 FGL - ENVIRONMENTAL ANALYTICAL 11/15/22 WET CHEMISTRY	20.00 20.00			50 65000	357		10200
8641 1	20019S 284128A	112 FGL - ENVIRONMENTAL ANALYTICAL 11/15/22 WET CHEMISTRY	20.00 20.00			50 65000	358		10200
8649 1	20019S 284079A	112 FGL - ENVIRONMENTAL ANALYTICAL 11/21/22 WET CHEMISTRY	189.00 189.00			40 64000	355		10200
8675 1	112 FGL - ENVIRONMENTAL ANALYTICAL 284339A	11/28/22 METALS	123.00 123.00			50 65000	358		10200
8676 1	112 FGL - ENVIRONMENTAL ANALYTICAL 284253A	11/23/22 METALS	123.00 123.00			50 65000	358		10200
<b>Total for Vendor:</b>			<b>1,907.00</b>						
8587	-99305E	632 FRONTIER COMMUNICATIONS (216-5)	87.55						
Acct #805-467-2015-051216-5									
Service from 11/1/22 - 11/30/22									
SCADA									
1	NOV 2022	11/01/22 Alarm/SCADA	43.77			40 64000	310		10200
2	NOV 2022	11/01/22 Alarm/SCADA	43.78			50 65000	310		10200
<b>Total for Vendor:</b>			<b>87.55</b>						

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8586	-99306E	308 FRONTIER COMMUNICATIONS (412-5)	61.61						
Acct #8054672818010412-5 Service from 9/22/22 - 10/21/22									
FS/CSD ALARM									
1	10/22/22	FS/CSD Alarm NOV	14.79			20 62000	310		10200
2	10/22/22	FS/CSD Alarm NOV	1.54*			30 63000	310		10200
3	10/22/22	FS/CSD Alarm NOV	22.18			40 64000	310		10200
4	10/22/22	FS/CSD Alarm NOV	21.87			50 65000	310		10200
5	10/22/22	FS/CSD Alarm NOV	1.23*			60 66000	310		10200
<b>Total for Vendor:</b>			<b>61.61</b>						
8678		125 GREAT WESTERN ALARM	83.16						
A0702 UTILITIES EMERGENCY Service Period: 12/2022									
1	2211022421	12/01/22 Answering Service DEC	41.58			40 64000	380		10200
2	2211022421	12/01/22 Answering Service DEC	41.58			50 65000	380		10200
8679		125 GREAT WESTERN ALARM	32.00						
GW-661 SCADA Service Period: 12/2022									
1	2211005451	12/01/22 Alarm Monitoring DEC	16.00			40 64000	380		10200
2	2211005451	12/01/22 Alarm Monitoring DEC	16.00			50 65000	380		10200
<b>Total for Vendor:</b>			<b>115.16</b>						
8671		129 HACH COMPANY	807.34						
Acct #292463 REF 320133710-1									
1	13358692	11/28/22 REGENT SET- CHLORINE	269.11			50 65000	356		10200
2	13358692	11/28/22 REGENT SET- CHLORINE	269.11			50 65000	357		10200
3	13358692	11/28/22 REGENT SET- CHLORINE	269.12			50 65000	358		10200
<b>Total for Vendor:</b>			<b>807.34</b>						
8677		720 HERC RENTALS INC	193.14						
1	11/11/22	TESTING GAS	193.14*			20 62000	359		10200
33319129-001									
<b>Total for Vendor:</b>			<b>193.14</b>						

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8565	19990S	147 JB DEWAR	1,249.94						
1	223465	10/20/22 Clear Diesel- 100.8 GAL	629.66			20 62000	485		10200
2	223465	10/20/22 Clear Diesel- 49.65 GAL	310.14			40 64000	485		10200
3	223465	10/20/22 Clear Diesel- 49.65 GAL	310.14			50 65000	485		10200
		<b>Total for Vendor:</b>	<b>1,249.94</b>						
8632	20020S	999999 KIRCHNER, EARNEST & ALLISON	113.74						
		Water & Sewer deposit refund							
		655 CATALA WAY							
20797-04									
1	20797-04	11/15/22 W&S DEPOSIT REFUND 655 CATAL	48.23			50 20550			10200
2	20797-04	11/15/22 W&S DEPOSIT REFUND 655 CATAL	65.51			40 20550			10200
		<b>Total for Vendor:</b>	<b>113.74</b>						
8612	20004S	713 LEXIPOL, LLC	3,750.00						
		2022 FIRE SAFER GRANT WRITING							
1	SAFER FY22	11/11/22 2022 FIRE SAFER GRANT WRIT	3,750.00*			20 62000	385		10200
		<b>Total for Vendor:</b>	<b>3,750.00</b>						
8601	20005S	646 MISSION UNIFORM SERVICE	611.53						
		Uniforms; Dodds, Sobotka, Pittman, Paslay							
1	518103496	11/02/22 Employee Uniforms	30.58*			30 63000	495		10200
2	518103496	11/02/22 Employee Uniforms	275.19*			40 64000	495		10200
4	518103496	11/02/22 Employee Uniforms	275.19*			50 65000	495		10200
5	518103496	11/02/22 Employee Uniforms	30.57*			60 66000	495		10200
8602	20005S	646 MISSION UNIFORM SERVICE	34.33						
		Uniforms; Dodds, Sobotka, Pittman, Paslay							
1	218153839	11/09/22 Employee Uniforms	1.71*			30 63000	495		10200
2	218153839	11/09/22 Employee Uniforms	15.45*			40 64000	495		10200
4	218153839	11/09/22 Employee Uniforms	15.45*			50 65000	495		10200
5	218153839	11/09/22 Employee Uniforms	1.72*			60 66000	495		10200

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8643	20021S	646 MISSION UNIFORM SERVICE	34.33						
		Uniforms; Dodds, Sobotka, Pittman, Paslay							
1	518193650	11/16/22 Employee Uniforms	1.00*			30 63000	495		10200
2	518193650	11/16/22 Employee Uniforms	16.16*			40 64000	495		10200
4	518193650	11/16/22 Employee Uniforms	16.17*			50 65000	495		10200
5	518193650	11/16/22 Employee Uniforms	1.00*			60 66000	495		10200
8650	20021S	646 MISSION UNIFORM SERVICE	34.33						
		Uniforms; Dodds, Sobotka, Pittman, Paslay							
1	518237780	11/23/22 Employee Uniforms	1.00*			30 63000	495		10200
2	518237780	11/23/22 Employee Uniforms	16.16*			40 64000	495		10200
4	518237780	11/23/22 Employee Uniforms	16.17*			50 65000	495		10200
5	518237780	11/23/22 Employee Uniforms	1.00*			60 66000	495		10200
8674		646 MISSION UNIFORM SERVICE	34.33						
		Uniforms; Dodds, Sobotka, Pittman, Paslay							
1	518286516	11/30/22 Employee Uniforms	1.00*			30 63000	495		10200
2	518286516	11/30/22 Employee Uniforms	16.17*			40 64000	495		10200
4	518286516	11/30/22 Employee Uniforms	16.16*			50 65000	495		10200
5	518286516	11/30/22 Employee Uniforms	1.00*			60 66000	495		10200
		<b>Total for Vendor:</b>	<b>748.85</b>						
8611	20006S	553 MOSS, LEVY & HARTZHEIM LLP	2,500.00						
		Audit 2021							
1	33609	10/31/22 Audit 21-2022 2/4 PAYMENT	600.00			20 62000	323		10200
2	33609	10/31/22 Audit 21-2022 2/4 PAYMENT	62.50			30 63000	323		10200
3	33609	10/31/22 Audit 21-2022 2/4 PAYMENT	900.00			40 64000	323		10200
4	33609	10/31/22 Audit 21-2022 2/4 PAYMENT	887.50			50 65000	323		10200
5	33609	10/31/22 Audit 21-2022 2/4 PAYMENT	50.00			60 66000	323		10200
		<b>Total for Vendor:</b>	<b>2,500.00</b>						
8597	20007S	602 MULLAHEY CHRYSLER DODGE JEEP RAM	121.05						
		Truck #8636							
1	64563	11/11/22 #8636 OIL CHANGE	60.52			40 64000	354		10200
2	64563	11/11/22 #8636 OIL CHANGE	60.53			50 65000	354		10200
		<b>Total for Vendor:</b>	<b>121.05</b>						

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8596	20008S	17 N. REX AWALT CORPORATION	546.98						
1	20743 11/09/22	GENERATOR MOVE MG TO YARD	546.98			40 64000	580		10200
		<b>Total for Vendor:</b>	<b>546.98</b>						
8607	20009S	182 NAPA AUTO PARTS	20.21						
1	156668 11/07/22	OMNI LUBE GREEN GREASE	10.10			40 64000	351		10200
2	156668 11/07/22	OMNI LUBE GREEN GREASE	10.11*			50 65000	351		10200
		<b>Total for Vendor:</b>	<b>20.21</b>						
8652	20022S	725 NRB DRAFTING SERVICES, INC	825.00						
1	11/21/22	PLAN CHECK FOR DEMO PERMIT	825.00			20 62000	352		10200
22-09/05-071		<b>Total for Vendor:</b>	<b>825.00</b>						
8672		328 PARENT, TAMARA	296.00						
1	11/30/22	CSDA- BOARD CLRK per diem	71.04			20 62000	386		10200
2	11/30/22	CSDA- BOARD CLRK per diem	7.40			30 63000	386		10200
3	11/30/22	CSDA- BOARD CLRK per diem	106.56			40 64000	386		10200
4	11/30/22	CSDA- BOARD CLRK per diem	105.08			50 65000	386		10200
5	11/30/22	CSDA- BOARD CLRK per diem	5.92			60 66000	386		10200
8673		328 PARENT, TAMARA	84.38						
1	11/30/22	CSDA- BOARD CLRK MILAGE	20.25			20 62000	386		10200
2	11/30/22	CSDA- BOARD CLRK MILAGE	2.11			30 63000	386		10200
3	11/30/22	CSDA- BOARD CLRK MILAGE	30.38			40 64000	386		10200
4	11/30/22	CSDA- BOARD CLRK MILAGE	29.95			50 65000	386		10200
5	11/30/22	CSDA- BOARD CLRK MILAGE	1.69			60 66000	386		10200
		<b>Total for Vendor:</b>	<b>380.38</b>						
8647	-99286E	208 PG&E #6480-8	1,102.67						
Acct #8565976480-8									
1	11/16/22	12th & K 8565976725	9.73			30 63000	381		10200
2	11/16/22	11TH STREET - 8562053214	48.02			30 63000	381		10200
3	11/16/22	RIO MESA CIR - 8564394360	23.80			30 63000	381		10200
4	11/16/22	VERDE/RIO MESA - 8560673934	59.51			30 63000	381		10200
5	11/16/22	Mission Heights - 8565976482	172.22			30 63000	381		10200

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6	11/16/22	Tract 2605 - 8565976109	36.91			30 63000	381		10200
7	11/16/22	9898 River Rd. - 8565976002	355.35			30 63000	381		10200
8	11/16/22	9898 River Rd. - 8565976004	44.21			30 63000	381		10200
9	11/16/22	9898 River Rd. - 8565976008	208.73			30 63000	381		10200
10	11/16/22	9898 River Rd. - 8565976014	71.95			30 63000	381		10200
11	11/16/22	9898 River Rd. - 8565976481	51.69			30 63000	381		10200
12	11/16/22	9898 River Rd. - 8565976483	20.55			30 63000	381		10200
		<b>Total for Vendor:</b>	<b>1,102.67</b>						
8646	-99287E	209 PG&E #6851-8	10,170.53						
Acct #3675186851-8									
1	11/17/22	Old Fire Station/1297 L St	25.45			20 62000	381		10200
2	11/17/22	Fire Station/1150 Mission	9.86			20 62000	381		10200
3	11/17/22	Water Works #1/Well 3	2,234.27			50 65000	381		10200
4	11/17/22	Bonita Pl & 16th/Well 4	1,611.20			50 65000	381		10200
5	11/17/22	N St/WWTF	5,784.30			40 64000	381		10200
6	11/17/22	2HP Booster Station	9.86			50 65000	381		10200
7	11/17/22	Mission Heights Booster	10.20			50 65000	381		10200
8	11/17/22	14th St. & K St.	65.31			50 65000	381		10200
9	11/17/22	942 Soka Way lift station	82.52			40 64000	379		10200
10	11/17/22	Missn&12th Landscape-St light	133.38			30 63000	381		10200
11	11/17/22	SLT Well	204.18			50 65000	381		10200
		<b>Total for Vendor:</b>	<b>10,170.53</b>						
8638	20023S	600 RS COMMUNICATIONS CONSULTANTS	18,542.20						
1	SMF11622	11/17/22 BKR5000	18,542.20			20 62000	456		10200
		<b>Total for Vendor:</b>	<b>18,542.20</b>						
8599	20010S	609 SAN LUIS POWERHOUSE	488.11						
FIRE STATION GENERATOR SERVICE CALL									
1	48275	11/09/22 FIRE STATION GENERATOR SERVICE	488.11*			20 62000	351		10200
8600	20010S	609 SAN LUIS POWERHOUSE	670.00						
WWTF GENERATOR SERVICE CALL									
1	48274	11/09/22 WWTF GENERATOR SERVICE	670.00			40 64000	351		10200
		<b>Total for Vendor:</b>	<b>1,158.11</b>						

\* ... Over spent expenditure

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8656	20024S	481 SAN MIGUEL COMMUNITY SERVICES	166.83						
01004-00									
1	11/15/22	1150 Mission Street	83.41			50 65000	384		10200
2	11/15/22	1150 Mission Street	83.42			40 64000	384		10200
8657	20024S	481 SAN MIGUEL COMMUNITY SERVICES	2.00						
01004B-00									
1	11/15/22	1150 Mission Street	2.00			20 62000	384		10200
8658	20024S	481 SAN MIGUEL COMMUNITY SERVICES	914.21						
20547-00									
1	11/15/22	1203 Mission St Irrigation Mtr	914.21			30 63000	384		10200
8659	20024S	481 SAN MIGUEL COMMUNITY SERVICES	54.09						
1	11/15/22	942 Soka Way	54.09			40 64000	384		10200
8660	20024S	481 SAN MIGUEL COMMUNITY SERVICES	57.09						
Acct#27475-00									
1	11/15/22	1765 Bonita	57.09			40 64000	384		10200
8661	20024S	481 SAN MIGUEL COMMUNITY SERVICES	113.19						
ACCT# 27476-00									
1	11/15/22	1199 Mission Irrigation Meter	113.19			30 63000	384		10200
		<b>Total for Vendor:</b>	<b>1,307.41</b>						
8610	20011S	238 SAN MIGUEL GARBAGE	116.68						
ACCT# 318691									
1	11/01/22	NOVEMBER 2022	58.34			40 64000	383		10200
2	11/01/22	NOVEMBER 2022	58.34			50 65000	383		10200
		<b>Total for Vendor:</b>	<b>116.68</b>						
8566	19993S	541 SAN MIGUEL ROLL-OFF COMPANY, COMMUNITY CLEAN UP	1,535.89						
2x 40Y Roll Off									
1x 40Y Metal Roll Off									
1	10/31/22	3X 40Y ROLLOFF CLEAN-UP DAY	1,535.89*			60 66000	305		10200
		<b>Total for Vendor:</b>	<b>1,535.89</b>						

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8582	19994S	731 SAN MIGUEL SENIOR CENTER	150.00						
		OCTOBER SPECIAL AND BOARD MEETING							
1	11-2022	11/17/22 NOVEMBER 17TH BOARD MEETING	30.75*			20 62000	305		10200
2	11-2022	11/17/22 NOVEMBER 17TH BOARD MEETING	3.00			30 63000	305		10200
3	11-2022	11/17/22 NOVEMBER 17TH BOARD MEETING	57.00			40 64000	305		10200
4	11-2022	11/17/22 NOVEMBER 17TH BOARD MEETING	56.25			50 65000	305		10200
5	11-2022	11/17/22 NOVEMBER 17TH BOARD MEETING	3.00*			60 66000	305		10200
8622	20012S	731 SAN MIGUEL SENIOR CENTER	150.00						
		DECEMBER SPECIAL AND BOARD MEETING							
1	12-2022	12/15/22 DECEMBER 15TH BOARD MEETING	30.75*			20 62000	305		10200
2	12-2022	12/15/22 DECEMBER 15TH BOARD MEETING	3.00			30 63000	305		10200
3	12-2022	12/15/22 DECEMBER 15TH BOARD MEETING	57.00			40 64000	305		10200
4	12-2022	12/15/22 DECEMBER 15TH BOARD MEETING	56.25			50 65000	305		10200
5	12-2022	12/15/22 DECEMBER 15TH BOARD MEETING	3.00*			60 66000	305		10200
		<b>Total for Vendor:</b>	<b>300.00</b>						
8655	20025S	5 SLO COUNTY AIR POLLUTION CONTROL	862.76						
		Slo County APCD Account #4103							
1	22586	11/18/22 Equipt Permit WOODCHIPPER22/23	862.76*			60 66000	715		10200
		<b>Total for Vendor:</b>	<b>862.76</b>						
8588	-99304E	657 SOUTHERN CALIFORNIA GAS COMPANY	17.99						
		610 120TH ST - WELL 3							
1	11/01/22	WELL 3 NATURAL GAS	17.99*			50 65000	396		10200
8589	-99303E	657 SOUTHERN CALIFORNIA GAS COMPANY	16.15						
		8687 MARTINEZ - SLT WELL							
1	11/01/22	SLT WELL PROPANE	16.15*			50 65000	396		10200
8590	-99302E	657 SOUTHERN CALIFORNIA GAS COMPANY	45.95						
		942 SOKA WAY - LIFT STATION							
1	11/01/22	LIFT STATION	45.95			40 64000	396		10200
		<b>Total for Vendor:</b>	<b>80.09</b>						

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8642	20026S	280 TEMPLETON UNIFORMS	4,478.76						
1	11/15/22	WILDLAND PANTS X20	4,478.76			20 62000	456		10200
		<b>Total for Vendor:</b>	<b>4,478.76</b>						
8598	20013S	391 TROPHY HUNTERS	34.91						
1	36979 11/07/22	Board Name Plate- RS & OD	8.38*			20 62000	305		10200
2	36979 11/07/22	Board Name Plate- RS & OD	0.87			30 63000	305		10200
3	36979 11/07/22	Board Name Plate- RS & OD	12.57			40 64000	305		10200
4	36979 11/07/22	Board Name Plate- RS & OD	12.39			50 65000	305		10200
5	36979 11/07/22	Board Name Plate- RS & OD	0.70*			60 66000	305		10200
		<b>Total for Vendor:</b>	<b>34.91</b>						
8666	-99283E	301 US BANK	77.25						
		RR STATEMENT DATE 11/22/2022							
1	RR NOV2022 11/22/22	ACTIVE 911 SUBSCRIPTION	15.00*			20 62000	385		10200
2	RR NOV2022 11/22/22	SANPASO DEF	62.25*			20 62000	351		10200
8667	-99282E	301 US BANK	1,161.64						
		TP STATEMENT DATE 11/24/2022							
1	TP NOV22 11/22/22	ZOOM - BOARD MEETINGS	3.07*			20 62000	385		10200
2	TP NOV22 11/22/22	ZOOM - BOARD MEETINGS	0.30			30 63000	385		10200
3	TP NOV22 11/22/22	ZOOM - BOARD MEETINGS	5.70			40 64000	385		10200
4	TP NOV22 11/22/22	ZOOM - BOARD MEETINGS	5.62			50 65000	385		10200
5	TP NOV22 11/22/22	ZOOM - BOARD MEETINGS	0.30			60 66000	385		10200
6	TP NOV22 11/22/22	RINGCENTRAL JULY PHONE	66.26			20 62000	310		10200
7	TP NOV22 11/22/22	RINGCENTRAL JULY PHONE	6.46*			30 63000	310		10200
8	TP NOV22 11/22/22	RINGCENTRAL JULY PHONE	122.22			40 64000	310		10200
9	TP NOV22 11/22/22	RINGCENTRAL JULY PHONE	120.27			50 65000	310		10200
10	TP NOV22 11/22/22	RINGCENTRAL JULY PHONE	6.46*			60 66000	310		10200
11	TP NOV22 11/22/22	VISTA PRINT SY BCARDS	28.14			20 62000	410		10200
12	TP NOV22 11/22/22	LOWES	18.38*			50 65000	351		10200
13	TP NOV22 11/22/22	LOWES	18.38			40 64000	351		10200
14	TP NOV22 11/22/22	LOWES	117.01			50 65000	352		10200
15	TP NOV22 11/22/22	GFOA - TRAINING	8.40			20 62000	386		10200
16	TP NOV22 11/22/22	GFOA - TRAINING	0.87			30 63000	386		10200
17	TP NOV22 11/22/22	GFOA - TRAINING	12.60			40 64000	386		10200

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
18	TP NOV22 11/22/22	GFOA - TRAINING	12.42			50 65000	386		10200
19	TP NOV22 11/22/22	GFOA - TRAINING	0.70			60 66000	386		10200
20	TP NOV22 11/22/22	CSDA CONF TP HOTEL	137.97			20 62000	386		10200
21	TP NOV22 11/22/22	CSDA CONF TP HOTEL	14.37			30 63000	386		10200
22	TP NOV22 11/22/22	CSDA CONF TP HOTEL	206.94			40 64000	386		10200
23	TP NOV22 11/22/22	CSDA CONF TP HOTEL	204.06			50 65000	386		10200
24	TP NOV22 11/22/22	CSDA CONF TP HOTEL	11.50			60 66000	386		10200
25	TP NOV22 11/22/22	USPS	1.44			40 64000	715		10200
26	TP NOV22 11/22/22	USPS RTN BACKFLOW	31.80*			50 65000	351		10200
8668	-99281E 301	US BANK	1,224.68						
KD STATEMENT DATE 11/22/2022									
1	KD NOV22 11/22/22	MINERS- SWITCHES	22.82			40 64000	351		10200
2	KD NOV22 11/22/22	TRACTOR SUPPLY- FITTINGS	47.56*			50 65000	351		10200
3	KD NOV22 11/22/22	TRACTOR SUPPLY- FITTINGS	47.56			40 64000	351		10200
4	KD NOV22 11/22/22	LOWES- SUMP PUMP WELL 3	151.16*			50 65000	351		10200
5	KD NOV22 11/22/22	LOWES- TOOL, MORTOR	96.66			50 65000	305		10200
6	KD NOV22 11/22/22	SCELZI- U8634 LOCK REPAIR	26.05			30 63000	354		10200
7	KD NOV22 11/22/22	SCELZI- U8634 LOCK REPAIR	26.05			40 64000	354		10200
8	KD NOV22 11/22/22	BACKFLOW SUPPLY- CALIBR. KIT	99.32*			50 65000	351		10200
9	KD NOV22 11/22/22	JETTERS- HOSE REEL CONTROL	707.50			40 64000	351		10200
8669	-99280E 301	US BANK	2,787.06						
SY STATEMENT DATE 11/22/22									
1	SY NOV22 11/22/22	WPSG- WILDLAND COATS X20	2,787.06			20 62000	456		10200
<b>Total for Vendor:</b>			<b>5,250.63</b>						
8595	20014S 327	VALLI INFORMATION SYSTEMS	121.20						
Web Posting Service and Postage for OCTOBER Billing									
1	Web Posting, Postage		0.00			40 64000	374		10200
2	Web Posting, Postage		0.00			50 65000	374		10200
3	Printing		0.00			40 64000	374		10200
4	Printing		0.00			50 65000	374		10200
5	85157 10/30/22	OTC/Online Monthly Maintenance	37.50			40 64000	334		10200
6	85157 10/30/22	OTC/Online Monthly Maintenance	37.50			50 65000	334		10200
7	Printed insert	RATE CHANGE	0.00			40 64000	395		10200
8	Printed insert	RATE CHANGE	0.00			50 65000	395		10200

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
9		Printed insert BOARD ELECTIONS	0.00			20 62000	395		10200
10		Printed insert BOARD ELECTIONS	0.00			30 63000	395		10200
11		Printed insert BOARD ELECTIONS	0.00			40 64000	395		10200
12		Printed insert BOARD ELECTIONS	0.00			50 65000	395		10200
13		Printed insert BOARD ELECTIONS	0.00			60 66000	395		10200
14	85157 10/30/22	WATER DEPOSIT CC FEE	25.20			50 65000	374		10200
15	85157 10/30/22	IVR SERVICE FEE	10.50			40 64000	374		10200
16	85157 10/30/22	IVR SERVICE FEE	10.50			50 65000	374		10200
8665	20027S 327	VALLI INFORMATION SYSTEMS	759.11						
Web Posting Service and Postage for NOVEMBER Billing									
1	85351 11/23/22	Web Posting, Postage	204.12			40 64000	374		10200
2	85351 11/23/22	Web Posting, Postage	204.13			50 65000	374		10200
3	85351 11/23/22	Printing	99.36			40 64000	374		10200
4	85351 11/23/22	Printing	99.36			50 65000	374		10200
5		OTC/Online Monthly Maintenance	0.00			40 64000	334		10200
6		OTC/Online Monthly Maintenance	0.00			50 65000	334		10200
9	85351 11/23/22	Printed insert HOLIDAY FIRE SA	152.14*			20 62000	320		10200
14		WATER DEPOSIT CC FEE	0.00			50 65000	374		10200
15		IVR SERVICE FEE	0.00			40 64000	374		10200
16		IVR SERVICE FEE	0.00			50 65000	374		10200
<b>Total for Vendor:</b>			<b>880.31</b>						
8636	-99289E 511	VERIZON	50.04						
TABLETS: FIRE x2									
11/09/22 - 12/08/22									
1	9920047786 11/08/22	RR DATA PLAN	25.02			20 62000	465		10200
2	9920047786 11/08/22	SY DATA PLAN	25.02			20 62000	465		10200
8637	-99288E 511	VERIZON	324.73						
TABLETS: UTILITIES x4									
CELL PHONE: TMP, MS, TP, KD, DP									
11/09/22 - 12/08/22									
1	9920047785 11/08/22	TABLETS UTILITY NOV X4	20.04			40 64000	310		10200
2	9920047785 11/08/22	TABLETS UTILITY NOV X4	20.04			50 65000	310		10200
3	9920047785 11/08/22	UTILITIES CELL PHONES X4 N	10.19			30 63000	465		10200
4	9920047785 11/08/22	UTILITIES CELL PHONES X4 N	91.67			40 64000	465		10200

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
5	9920047785	11/08/22 UTILITIES CELL PHONES X4 N	91.67			50 65000	465		10200
6	9920047785	11/08/22 UTILITIES CELL PHONES X4 N	10.19			60 66000	465		10200
7	9920047785	11/08/22 T PARENT CELL PHONE NOV	12.24			20 62000	465		10200
8	9920047785	11/08/22 T PARENT CELL PHONE NOV	1.27			30 63000	465		10200
9	9920047785	11/08/22 T PARENT CELL PHONE NOV	18.35			40 64000	465		10200
10	9920047785	11/08/22 T PARENT CELL PHONE NOV	18.10			50 65000	465		10200
11	9920047785	11/08/22 T PARENT CELL PHONE NOV	1.02			60 66000	465		10200
12	9920047785	11/08/22 4GB DATA PLAN NOV	0.55			30 63000	465		10200
13	9920047785	11/08/22 4GB DATA PLAN NOV	14.40			40 64000	465		10200
14	9920047785	11/08/22 4GB DATA PLAN NOV	14.40			50 65000	465		10200
15	9920047785	11/08/22 4GB DATA PLAN NOV	0.60			60 66000	465		10200
<b>Total for Vendor:</b>			<b>374.77</b>						
8604	20015S	717 WATER SYSTEMS CONSULTING, INC	10,703.75						
WWTP UPGRADE PROJECTS									
1	7261	09/30/22 DISTRICT ENGINEERING 22-23	10,703.75			40 64000	587		10200
8605	20015S	717 WATER SYSTEMS CONSULTING, INC	5,968.75						
1	7262	09/30/22 DISTRICT ENGINEERING 22-23	1,573.12			40 64000	326		10200
2	7262	09/30/22 DISTRICT ENGINEERING 22-23	1,573.13			50 65000	326		10200
3	7262	09/30/22 TANK REHAB	1,935.00			50 65000	326		10200
4	7262	09/30/22 SLT TANK/BOOSTER	887.50			50 65000	326		10200
8680		717 WATER SYSTEMS CONSULTING, INC	2,982.50						
WWTP UPGRADE PROJECTS									
1	7344	10/31/22 DISTRICT ENGINEERING 22-23	2,982.50			40 64000	587		10200
8681		717 WATER SYSTEMS CONSULTING, INC	1,500.00						
1	7345	10/31/22 DISTRICT ENGINEERING 22-23	705.00			40 64000	326		10200
2	7345	10/31/22 DISTRICT ENGINEERING 22-23	705.00			50 65000	326		10200
3	7345	10/31/22 TANK REHAB	90.00			50 65000	326		10200
<b>Total for Vendor:</b>			<b>21,155.00</b>						
8593	-99299E	612 WEX BANK	795.85						
FUEL BILL CLOSING DATE: 11/07/22									
1	84979780	11/07/22 Fuel 8600 NOVEMBER	211.37			20 62000	485		10200
2	84979780	11/07/22 Fuel 8601 NOVEMBER	0.00			20 62000	485		10200

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
3	84979780	11/07/22 Fuel 8630 NOVEMBER	59.46			20 62000	485		10200
4	84979780	11/07/22 FUEL OES	0.00			20 62000	307		10200
5	84979780	11/07/22 Fuel U8632 NOVEMBER	138.08			40 64000	485		10200
8	84979780	11/07/22 Fuel U8632 NOVEMBER	138.08			50 65000	485		10200
9	84979780	11/07/22 Fuel U8634 NOVEMBER	0.00			40 64000	485		10200
10	84979780	11/07/22 Fuel U8634 NOVEMBER	0.00			50 65000	485		10200
11	84979780	11/07/22 Fuel U8636 NOVEMBER	145.44			50 65000	485		10200
12	84979780	11/07/22 Fuel U8636 NOVEMBER	145.45			40 64000	485		10200
13	84979780	11/07/22 REBATE ADJUSTMENT	-13.59			20 62000	485		10200
14	84979780	11/07/22 REBATE ADJUSTMENT	-14.22			40 64000	485		10200
15	84979780	11/07/22 REBATE ADJUSTMENT	-14.22			50 65000	485		10200
<b>Total for Vendor:</b>			<b>795.85</b>						
8662 20028S 473 WHITE BRENNER LLP FOR LEGAL SERVICES OCTOBER 2022			16,851.80						
2		SOLID WASTE LEGAL	0.00			60 66000	327		10200
3		SOLID WASTE LEGAL SB3183	0.00			60 66000	327		10200
4		Water Legal- GSA MEETING	0.00			50 65000	327		10200
5		FIRE LEGAL	0.00			20 62000	327		10200
6	46510 NOV 11/22/22	HR LEGAL	3,147.22*			20 62000	333		10200
7	46510 NOV 11/22/22	HR LEGAL	105.34			30 63000	333		10200
8	46510 NOV 11/22/22	HR LEGAL	1,516.82*			40 64000	333		10200
9	46510 NOV 11/22/22	HR LEGAL	1,495.76*			50 65000	333		10200
10	46510 NOV 11/22/22	HR LEGAL	84.27			60 66000	333		10200
11		SEWER/WATER BILLING	0.00			40 64000	327		10200
12		SEWER/WATER BILLING	0.00			50 65000	327		10200
13		CEQA NOTICE/COMPLIANCE	0.00			40 64000	327		10200
14	46510 NOV 11/22/22	HR	297.00			40 64000	331		10200
15	46510 NOV 11/22/22	HR	297.00			50 65000	331		10200
16		General Legal - RECALL	0.00			20 62000	327		10200
17		General Legal - RECALL	0.00			30 63000	327		10200
18	46511 NOV 11/22/22	MOU NEGOTIATION	1,647.00			40 64000	331		10200
19	46511 NOV 11/22/22	MOU NEGOTIATION	1,647.00			50 65000	331		10200
20		General Legal - RECALL	0.00			60 66000	327		10200
21		General Legal - BOARD MEETING	0.00			20 62000	327		10200
22		General Legal - BOARD MEETING	0.00			30 63000	327		10200

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
23		General Legal - BOARD MEETING	0.00			40 64000	327		10200
24		General Legal - BOARD MEETING	0.00			50 65000	327		10200
25		General Legal - BOARD MEETING	0.00			60 66000	327		10200
26		General Legal - ADMIN	0.00			20 62000	327		10200
27		General Legal - ADMIN	0.00			30 63000	327		10200
28		General Legal - ADMIN	0.00			40 64000	327		10200
29		General Legal - ADMIN	0.00			50 65000	327		10200
30		General Legal - ADMIN	0.00			60 66000	327		10200
31		General Legal - BOARD	0.00			20 62000	327		10200
32		General Legal - BOARD	0.00			30 63000	327		10200
33		General Legal - BOARD	0.00			40 64000	327		10200
34		General Legal - BOARD	0.00			50 65000	327		10200
35		General Legal - BOARD	0.00			60 66000	327		10200
36	46512 NOV 11/22/22	General Legal - PUBLIC REC	8.69			20 62000	319		10200
37	46512 NOV 11/22/22	General Legal - PUBLIC REC	0.91			30 63000	319		10200
38	46512 NOV 11/22/22	General Legal - PUBLIC REC	13.03			40 64000	319		10200
39	46512 NOV 11/22/22	General Legal - PUBLIC REC	12.85			50 65000	319		10200
40	46512 NOV 11/22/22	General Legal - PUBLIC REC	0.72			60 66000	319		10200
41	46508 NOV 11/22/22	General Legal - HR	1,406.93			20 62000	327		10200
42	46508 NOV 11/22/22	General Legal - HR	133.43			30 63000	327		10200
43	46508 NOV 11/22/22	General Legal - HR	2,329.39			40 64000	327		10200
44	46508 NOV 11/22/22	General Legal - HR	2,302.70			50 65000	327		10200
45	46508 NOV 11/22/22	General Legal - HR	106.74			60 66000	327		10200
<b>Total for Vendor:</b>			<b>16,851.80</b>						
8606	20016S 318 WILDHORSE PROPANE		264.71						
1	U005D491 11/03/22	CSD PROPANE	63.53			20 62000	382		10200
2	U005D491 11/03/22	CSD PROPANE	6.62			30 63000	382		10200
3	U005D491 11/03/22	CSD PROPANE	95.30			40 64000	382		10200
4	U005D491 11/03/22	CSD PROPANE	93.97			50 65000	382		10200
5	U005D491 11/03/22	CSD PROPANE	5.29*			60 66000	382		10200
8627	20016S 318 WILDHORSE PROPANE		62.42						
1	U006C663 11/14/22	FORKLIFT- PROPANE TANK	62.42*			60 66000	382		10200
<b>Total for Vendor:</b>			<b>327.13</b>						

12/06/22  
16:32:23

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Claim Details  
For the Accounting Period: 11/22

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Report ID: AP100V

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8633	20029S 999999	YRIGOLLEN, TAMMY	400.15						
		Water HYDRANT METER deposit refund METER 18220550							
27485-07									
2	27485-07	11/15/22 WATER HY METER 18220550 REFU	400.15			50 20500			10200
		<b>Total for Vendor:</b>	<b>400.15</b>						
		<b># of Claims</b>	<b>95</b>	<b>Total:</b>	<b>118,956.03</b>	<b># of Vendors</b>	<b>38</b>		
		<b>Total Electronic Claims</b>			<b>21,639.40</b>				
		<b>Total Non-Electronic Claims</b>			<b>97316.63</b>				

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<b>Fund/Account</b>	<b>Amount</b>
20 FIRE PROTECTION DEPARTMENT	
10200 OPERATING CASH - PREMIER	\$39,071.83
30 STREET LIGHTING DEPARTMENT	
10200 OPERATING CASH - PREMIER	\$2,543.31
40 WASTEWATER DEPARTMENT	
10200 OPERATING CASH - PREMIER	\$45,505.94
50 WATER DEPARTMENT	
10200 OPERATING CASH - PREMIER	\$28,983.64
60 SOLID WASTE DEPARTMENT	
10200 OPERATING CASH - PREMIER	\$2,851.31
<b>Total:</b>	<b>\$118,956.03</b>

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT						
40000						
40320	Fire Impact Fees	2,785.31	2,785.31	0.00	-2,785.31	** %
40420	Ambulance Reimbursement	0.00	1,285.76	5,000.00	3,714.24	26 %
40500	VFA Assistance Grant	0.00	0.00	18,154.00	18,154.00	0 %
	<b>Account Group Total:</b>	<b>2,785.31</b>	<b>4,071.07</b>	<b>23,154.00</b>	<b>19,082.93</b>	<b>18 %</b>
43000	Property Taxes Collected					
43000	Property Taxes Collected	35,086.44	41,962.30	466,232.00	424,269.70	9 %
	<b>Account Group Total:</b>	<b>35,086.44</b>	<b>41,962.30</b>	<b>466,232.00</b>	<b>424,269.70</b>	<b>9 %</b>
46000	Revenues & Interest					
46000	Revenues & Interest	111.13	46,974.16	46,500.00	-474.16	101 %
46150	Miscellaneous Income	0.00	465.66	0.00	-465.66	** %
46151	Refund/Adjustments	0.00	2,286.69	0.00	-2,286.69	** %
46153	Plan Check Fees and Inspections	0.00	1,650.00	0.00	-1,650.00	** %
46157	Donation	500.00	500.00	0.00	-500.00	** %
46175	Sale of Surplus Property	0.00	21,869.01	0.00	-21,869.01	** %
	<b>Account Group Total:</b>	<b>611.13</b>	<b>73,745.52</b>	<b>46,500.00</b>	<b>-27,245.52</b>	<b>159 %</b>
	<b>Fund Total:</b>	<b>38,482.88</b>	<b>119,778.89</b>	<b>535,886.00</b>	<b>416,107.11</b>	<b>22 %</b>
30 STREET LIGHTING DEPARTMENT						
43000	Property Taxes Collected					
43000	Property Taxes Collected	10,914.45	13,055.03	145,677.00	132,621.97	9 %
	<b>Account Group Total:</b>	<b>10,914.45</b>	<b>13,055.03</b>	<b>145,677.00</b>	<b>132,621.97</b>	<b>9 %</b>
46000	Revenues & Interest					
46000	Revenues & Interest	75.97	-211.44	0.00	211.44	** %
46100	Realized Earnings	0.00	-2,529.90	0.00	2,529.90	** %
46150	Miscellaneous Income	0.00	48.51	0.00	-48.51	** %
46151	Refund/Adjustments	0.00	102.35	0.00	-102.35	** %
46155	Will Serve Processing Fees	0.00	400.00	0.00	-400.00	** %
46175	Sale of Surplus Property	0.00	1,901.65	0.00	-1,901.65	** %
	<b>Account Group Total:</b>	<b>75.97</b>	<b>-288.83</b>	<b>0.00</b>	<b>288.83</b>	<b>** %</b>
	<b>Fund Total:</b>	<b>10,990.42</b>	<b>12,766.20</b>	<b>145,677.00</b>	<b>132,910.80</b>	<b>9 %</b>
40 WASTEWATER DEPARTMENT						
40000						
40850	Wastewater Hook-up Fees	10,263.00	16,155.60	0.00	-16,155.60	** %
40900	Wastewater Sales	99,573.85	476,606.65	1,099,618.00	623,011.35	43 %
40901	Riverzone Surcharge	1,552.58	7,713.95	18,388.00	10,674.05	42 %
40910	Wastewater Late Charges	1,625.56	8,214.42	0.00	-8,214.42	** %
	<b>Account Group Total:</b>	<b>113,014.99</b>	<b>508,690.62</b>	<b>1,118,006.00</b>	<b>609,315.38</b>	<b>45 %</b>
43000	Property Taxes Collected					

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
40 WASTEWATER DEPARTMENT						
43000	Property Taxes Collected	5,475.07	6,545.69	72,713.00	66,167.31	9 %
	<b>Account Group Total:</b>	<b>5,475.07</b>	<b>6,545.69</b>	<b>72,713.00</b>	<b>66,167.31</b>	<b>9 %</b>
46000 Revenues & Interest						
46000	Revenues & Interest	358.65	1,418.74	0.00	-1,418.74	** %
46008	DWR Grants	0.00	16,227.00	70,000.00	53,773.00	23 %
46150	Miscellaneous Income	3,456.00	10,683.89	0.00	-10,683.89	** %
46151	Refund/Adjustments	0.00	1,535.77	0.00	-1,535.77	** %
46155	Will Serve Processing Fees	0.00	2,400.00	0.00	-2,400.00	** %
46175	Sale of Surplus Property	0.00	33,278.95	0.00	-33,278.95	** %
	<b>Account Group Total:</b>	<b>3,814.65</b>	<b>65,544.35</b>	<b>70,000.00</b>	<b>4,455.65</b>	<b>94 %</b>
	<b>Fund Total:</b>	<b>122,304.71</b>	<b>580,780.66</b>	<b>1,260,719.00</b>	<b>679,938.34</b>	<b>46 %</b>
50 WATER DEPARTMENT						
41000 Water Sales						
41000	Water Sales	83,558.70	444,969.62	920,172.00	475,202.38	48 %
41001	Water Connection Fees	10,439.00	16,428.20	0.00	-16,428.20	** %
41003	Water Surcharge	45.00	225.00	0.00	-225.00	** %
41005	Water Late Charges	1,346.54	7,475.77	0.00	-7,475.77	** %
	<b>Account Group Total:</b>	<b>95,389.24</b>	<b>469,098.59</b>	<b>920,172.00</b>	<b>451,073.41</b>	<b>51 %</b>
46000 Revenues & Interest						
46000	Revenues & Interest	64.45	266.30	0.00	-266.30	** %
46150	Miscellaneous Income	0.00	3,142.61	0.00	-3,142.61	** %
46151	Refund/Adjustments	0.00	4,014.60	0.00	-4,014.60	** %
46155	Will Serve Processing Fees	0.00	2,900.00	0.00	-2,900.00	** %
46175	Sale of Surplus Property	0.00	36,131.42	0.00	-36,131.42	** %
	<b>Account Group Total:</b>	<b>64.45</b>	<b>46,454.93</b>	<b>0.00</b>	<b>-46,454.93</b>	<b>** %</b>
	<b>Fund Total:</b>	<b>95,453.69</b>	<b>515,553.52</b>	<b>920,172.00</b>	<b>404,618.48</b>	<b>56 %</b>
60 SOLID WASTE DEPARTMENT						
46000 Revenues & Interest						
46000	Revenues & Interest	14.25	-2,268.91	0.00	2,268.91	** %
46005	Franchise Fees	4,293.35	19,489.47	39,600.00	20,110.53	49 %
46009	Grants - Other	0.00	0.00	10,000.00	10,000.00	0 %
46150	Miscellaneous Income	0.00	216.55	0.00	-216.55	** %
46151	Refund/Adjustments	0.00	84.56	0.00	-84.56	** %
46155	Will Serve Processing Fees	0.00	100.00	0.00	-100.00	** %
46175	Sale of Surplus Property	0.00	1,901.65	0.00	-1,901.65	** %
	<b>Account Group Total:</b>	<b>4,307.60</b>	<b>19,523.32</b>	<b>49,600.00</b>	<b>30,076.68</b>	<b>39 %</b>
	<b>Fund Total:</b>	<b>4,307.60</b>	<b>19,523.32</b>	<b>49,600.00</b>	<b>30,076.68</b>	<b>39 %</b>

Grand Total:	271,539.30	1,248,402.59	2,912,054.00	1,663,651.41	43 %
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Fund	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT	38,482.88	119,778.89	535,886.00	416,107.11	22 %
30 STREET LIGHTING DEPARTMENT	10,990.42	12,766.20	145,677.00	132,910.80	9 %
40 WASTEWATER DEPARTMENT	122,304.71	580,780.66	1,260,719.00	679,938.34	46 %
50 WATER DEPARTMENT	95,453.69	515,553.52	920,172.00	404,618.48	56 %
60 SOLID WASTE DEPARTMENT	4,307.60	19,523.32	49,600.00	30,076.68	39 %
<b>Grand Total:</b>	<b>271,539.30</b>	<b>1,248,402.59</b>	<b>2,912,054.00</b>	<b>1,663,651.41</b>	<b>43 %</b>

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 11 / 22

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
62000 Fire							
62000 Fire							
	105 Salaries and Wages	11,531.80	61,500.56	164,684.00	164,684.00	103,183.44	37 %
	111 BOD Stipend	176.00	374.00	2,880.00	2,880.00	2,506.00	13 %
	120 Workers' Compensation	0.00	30,752.74	11,312.00	11,312.00	-19,440.74	272 %
	121 Physicals	0.00	0.00	2,400.00	2,400.00	2,400.00	0 %
	125 Volunteer Firefighter Stipends	9,172.05	32,668.22	45,000.00	45,000.00	12,331.78	73 %
	135 Payroll Tax - FICA/SS	518.06	1,920.40	2,790.00	2,790.00	869.60	69 %
	140 Payroll Tax - Medicare	302.79	1,369.59	2,978.00	2,978.00	1,608.41	46 %
	155 Payroll Tax - SUI	127.54	263.68	2,984.00	2,984.00	2,720.32	9 %
	160 Payroll Tax - ETT	2.74	5.68	0.00	0.00	-5.68	*** %
	205 Insurance - Health	826.11	3,197.02	14,592.00	14,592.00	11,394.98	22 %
	210 Insurance - Dental	63.18	277.58	697.00	697.00	419.42	40 %
	215 Insurance - Vision	10.12	44.26	112.00	112.00	67.74	40 %
	225 Retirement - PERS Expense	909.24	6,549.56	8,503.00	8,503.00	1,953.44	77 %
	305 Operations & Maintenance	69.88	1,304.62	0.00	0.00	-1,304.62	*** %
	310 Phone & Fax Expense	81.05	439.69	1,500.00	1,500.00	1,060.31	29 %
	315 Postage, Shipping & Freight	0.00	258.27	200.00	200.00	-58.27	129 %
	319 Legal: P.R.A.s - Professional Svcs	8.69	186.38	360.00	360.00	173.62	52 %
	320 Printing & Reproduction	152.14	152.14	0.00	0.00	-152.14	*** %
	321 IT Services - Professional Svcs	723.84	3,889.86	7,140.00	7,140.00	3,250.14	54 %
	323 Auditor - Professional Svcs	600.00	1,625.00	4,200.00	4,200.00	2,575.00	39 %
	325 Accounting - Professional Svcs	0.00	161.00	7,200.00	7,200.00	7,039.00	2 %
	326 Engineering - Professional Svcs	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	327 Legal: General - Professional Svcs	1,406.93	5,045.62	18,000.00	18,000.00	12,954.38	28 %
	328 Insurance - Prop & Liability	0.00	16,543.21	15,687.00	15,687.00	-856.21	105 %
	333 Legal: HR - Professional Svcs	3,147.22	9,451.41	0.00	0.00	-9,451.41	*** %
	334 Maintenance Agreements	0.00	2,341.62	5,000.00	5,000.00	2,658.38	47 %
	335 Meals	0.00	211.00	0.00	0.00	-211.00	*** %
	340 Meetings and Conferences	0.00	0.00	500.00	500.00	500.00	0 %
	345 Mileage Expense Reimbursement	0.00	0.00	250.00	250.00	250.00	0 %
	348 Safety Equipment and Supplies	0.00	54.00	0.00	0.00	-54.00	*** %
	350 Repairs & Maint - Computers	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
	351 Repairs & Maint - Equip	689.63	5,695.40	5,000.00	5,000.00	-695.40	114 %
	352 Repairs & Maint - Structures	825.00	6,089.18	6,000.00	52,500.00	46,410.82	12 %
	354 Repairs & Maint - Vehicles	0.00	2,751.36	10,000.00	10,000.00	7,248.64	28 %
	359 Testing & Supplies - Other	193.14	193.14	0.00	0.00	-193.14	*** %
	370 Dispatch Services (Fire)	0.00	15,374.80	16,000.00	16,000.00	625.20	96 %
	375 Internet Expenses	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	376 Web Page - Upgrade/Maint	0.00	768.00	1,000.00	1,000.00	232.00	77 %
	380 Utilities - Alarm Service	0.00	0.00	288.00	288.00	288.00	0 %
	381 Utilities - Electric	35.31	3,745.44	6,000.00	6,000.00	2,254.56	62 %
	382 Utilities - Propane	63.53	103.38	1,000.00	1,000.00	896.62	10 %
	384 Utilities - Water/Sewer	2.00	14.77	622.00	622.00	607.23	2 %
	385 Dues and Subscriptions	3,768.07	7,515.60	5,234.00	5,234.00	-2,281.60	144 %
	386 Education and Training	237.66	307.33	10,000.00	10,000.00	9,692.67	3 %
	393 Advertising and Public Notices	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	394 LAFCO Allocations	0.00	1,482.74	1,600.00	1,600.00	117.26	93 %
	395 Community Outreach	0.00	30.18	1,000.00	1,000.00	969.82	3 %
	405 Software	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
410	Office Supplies	43.78	259.22	1,000.00	1,000.00	740.78	26 %
445	CPR/FIRST AID TRAINING MATERIAL	0.00	0.00	500.00	500.00	500.00	0 %
450	EMS Supplies	0.00	1,265.69	5,000.00	5,000.00	3,734.31	25 %
455	Fire Safety Gear & Equipment	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
456	VFF Assistance Grant	25,808.02	25,808.02	36,307.00	36,307.00	10,498.98	71 %
465	Cell phones, Radios and Pagers	329.04	755.07	1,500.00	1,500.00	744.93	50 %
470	Communication Equipment	0.00	168.11	7,500.00	7,500.00	7,331.89	2 %
475	Computer Supplies & Upgrades	0.00	6,095.81	0.00	0.00	-6,095.81	*** %
485	Fuel Expense	886.90	3,298.32	9,000.00	9,000.00	5,701.68	37 %
490	Small Tools & Equipment	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
495	Uniform Expense	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
500	Capital Outlay	0.00	47,082.69	0.00	394.80	-46,687.89	*** %
503	Weed Abatement Costs	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
505	Fire Training Grounds	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
510	Fire Station Addition	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
511	Fire- Temp Housing Unit	0.00	14,370.31	6,800.00	6,800.00	-7,570.31	211 %
710	County Hazmat Dues	0.00	2,000.00	2,000.00	2,000.00	0.00	100 %
900	District Strategic Plan	0.00	324.00	0.00	0.00	-324.00	*** %
949	Lease agreements	0.00	428.27	0.00	1,921.50	1,493.23	22 %
960	Property Tax Expense	0.00	298.90	0.00	0.00	-298.90	*** %
	<b>Account Total:</b>	<b>62,711.46</b>	<b>326,812.84</b>	<b>486,320.00</b>	<b>535,136.30</b>	<b>208,323.46</b>	<b>61 %</b>
	<b>Account Group Total:</b>	<b>62,711.46</b>	<b>326,812.84</b>	<b>486,320.00</b>	<b>535,136.30</b>	<b>208,323.46</b>	<b>61 %</b>
	<b>Fund Total:</b>	<b>62,711.46</b>	<b>326,812.84</b>	<b>486,320.00</b>	<b>535,136.30</b>	<b>208,323.46</b>	<b>61 %</b>
30 STREET LIGHTING DEPARTMENT							
63000 Lighting							
63000 Lighting							
105	Salaries and Wages	978.46	5,276.46	20,667.00	20,667.00	15,390.54	26 %
111	BOD Stipend	16.00	34.00	300.00	300.00	266.00	11 %
115	Payroll Expenses	0.00	0.00	250.00	250.00	250.00	0 %
120	Workers' Compensation	0.00	18.13	52.00	52.00	33.87	35 %
121	Physicals	0.00	0.00	50.00	50.00	50.00	0 %
135	Payroll Tax - FICA/SS	2.85	16.22	100.00	100.00	83.78	16 %
140	Payroll Tax - Medicare	14.35	76.84	300.00	300.00	223.16	26 %
155	Payroll Tax - SUI	0.76	4.41	971.00	971.00	966.59	0 %
160	Payroll Tax - ETT	0.00	0.06	0.00	0.00	-0.06	*** %
205	Insurance - Health	116.55	546.76	2,241.00	2,241.00	1,694.24	24 %
210	Insurance - Dental	5.69	27.02	115.00	115.00	87.98	23 %
215	Insurance - Vision	0.93	4.46	19.00	19.00	14.54	23 %
225	Retirement - PERS Expense	101.30	693.94	1,575.00	1,575.00	881.06	44 %
305	Operations & Maintenance	6.87	301.53	1,500.00	1,500.00	1,198.47	20 %
310	Phone & Fax Expense	8.00	44.83	37.00	37.00	-7.83	121 %
315	Postage, Shipping & Freight	0.00	-3.64	100.00	100.00	103.64	-4 %
319	Legal: P.R.A.s - Professional Svcs	0.91	19.42	45.00	45.00	25.58	43 %
320	Printing & Reproduction	0.00	0.00	150.00	150.00	150.00	0 %
321	IT Services - Professional Svcs	75.40	337.58	398.00	398.00	60.42	85 %
323	Auditor - Professional Svcs	62.50	162.50	420.00	420.00	257.50	39 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
30 STREET LIGHTING DEPARTMENT							
325	Accounting - Professional Svcs	0.00	14.00	720.00	720.00	706.00	2 %
326	Engineering - Professional Svcs	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
327	Legal: General - Professional Svcs	133.43	488.98	1,875.00	1,875.00	1,386.02	26 %
328	Insurance - Prop & Liability	0.00	3,090.78	1,050.00	1,050.00	-2,040.78	294 %
329	New Hire Screening	0.00	0.00	50.00	50.00	50.00	0 %
330	Contract Labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
331	Legal: SMEA - Professional Svcs	0.00	0.00	250.00	250.00	250.00	0 %
333	Legal: HR - Professional Svcs	105.34	278.69	400.00	400.00	121.31	70 %
334	Maintenance Agreements	0.00	239.45	104.00	104.00	-135.45	230 %
335	Meals	0.00	0.00	150.00	150.00	150.00	0 %
340	Meetings and Conferences	0.00	0.00	350.00	350.00	350.00	0 %
345	Mileage Expense Reimbursement	0.00	0.00	150.00	150.00	150.00	0 %
348	Safety Equipment and Supplies	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
350	Repairs & Maint - Computers	0.00	0.00	150.00	150.00	150.00	0 %
351	Repairs & Maint - Equip	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
352	Repairs & Maint - Structures	0.00	0.00	500.00	500.00	500.00	0 %
353	Repairs & Maint - Infrastructure	-219.24	760.46	10,000.00	10,000.00	9,239.54	8 %
354	Repairs & Maint - Vehicles	26.05	26.05	1,000.00	1,000.00	973.95	3 %
375	Internet Expenses	0.00	0.00	27.00	27.00	27.00	0 %
376	Web Page - Upgrade/Maint	0.00	48.00	48.00	48.00	0.00	100 %
380	Utilities - Alarm Service	0.00	0.00	36.00	36.00	36.00	0 %
381	Utilities - Electric	1,236.05	5,982.09	20,000.00	20,000.00	14,017.91	30 %
382	Utilities - Propane	6.62	10.77	50.00	50.00	39.23	22 %
383	Utilities - Trash	0.00	0.00	63.00	63.00	63.00	0 %
384	Utilities - Water/Sewer	1,027.40	5,716.41	15,100.00	15,100.00	9,383.59	38 %
385	Dues and Subscriptions	0.30	207.77	1,348.00	1,348.00	1,140.23	15 %
386	Education and Training	24.75	44.95	2,000.00	2,000.00	1,955.05	2 %
393	Advertising and Public Notices	0.00	0.00	500.00	500.00	500.00	0 %
394	LAFCO Allocations	0.00	1,491.92	1,600.00	1,600.00	108.08	93 %
395	Community Outreach	0.00	3.02	150.00	150.00	146.98	2 %
410	Office Supplies	1.63	18.83	500.00	500.00	481.17	4 %
432	Utility Rate Design Study	0.00	0.00	30,000.00	30,000.00	30,000.00	0 %
465	Cell phones, Radios and Pagers	12.01	47.73	59.00	59.00	11.27	81 %
475	Computer Supplies & Upgrades	0.00	575.77	1,000.00	1,000.00	424.23	58 %
485	Fuel Expense	0.00	0.00	200.00	200.00	200.00	0 %
490	Small Tools & Equipment	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
495	Uniform Expense	35.29	86.94	52.00	52.00	-34.94	167 %
500	Capital Outlay	0.00	0.00	0.00	13,541.12	13,541.12	0 %
715	Licenses, Permits and Fees	0.00	0.00	100.00	100.00	100.00	0 %
900	District Strategic Plan	0.00	33.75	0.00	0.00	-33.75	*** %
940	Bank Service Charges	0.00	0.00	15.00	15.00	15.00	0 %
949	Lease agreements	0.00	44.61	455.00	888.12	843.51	5 %
	<b>Account Total:</b>	<b>3,780.20</b>	<b>26,771.49</b>	<b>145,342.00</b>	<b>159,316.24</b>	<b>132,544.75</b>	<b>17 %</b>
	<b>Account Group Total:</b>	<b>3,780.20</b>	<b>26,771.49</b>	<b>145,342.00</b>	<b>159,316.24</b>	<b>132,544.75</b>	<b>17 %</b>
	<b>Fund Total:</b>	<b>3,780.20</b>	<b>26,771.49</b>	<b>145,342.00</b>	<b>159,316.24</b>	<b>132,544.75</b>	<b>17 %</b>

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 11 / 22

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
64000 Sanitary							
64000 Sanitary							
	105 Salaries and Wages	16,412.30	86,422.56	307,977.00	307,977.00	221,554.44	28 %
	109 Stand-by Hours	0.00	0.00	12,500.00	12,500.00	12,500.00	0 %
	111 BOD Stipend	288.00	612.00	4,320.00	4,320.00	3,708.00	14 %
	115 Payroll Expenses	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	120 Workers' Compensation	0.00	9,451.82	9,811.00	9,811.00	359.18	96 %
	121 Physicals	0.00	0.00	150.00	150.00	150.00	0 %
	135 Payroll Tax - FICA/SS	62.05	376.10	2,000.00	2,000.00	1,623.90	19 %
	140 Payroll Tax - Medicare	242.15	1,240.59	4,466.00	4,466.00	3,225.41	28 %
	155 Payroll Tax - SUI	13.52	254.85	14,475.00	14,475.00	14,220.15	2 %
	160 Payroll Tax - ETT	0.28	5.41	0.00	0.00	-5.41	*** %
	205 Insurance - Health	2,092.93	9,395.67	38,641.00	38,641.00	29,245.33	24 %
	206 Insurance - CalPers Health Retiree	0.00	0.00	1,700.00	1,700.00	1,700.00	0 %
	210 Insurance - Dental	115.00	525.86	2,261.00	2,261.00	1,735.14	23 %
	215 Insurance - Vision	18.38	83.94	321.00	321.00	237.06	26 %
	225 Retirement - PERS Expense	1,458.34	15,272.14	18,885.00	18,885.00	3,612.86	81 %
	305 Operations & Maintenance	275.91	4,071.29	8,000.00	8,000.00	3,928.71	51 %
	310 Phone & Fax Expense	208.21	1,033.81	1,316.00	1,316.00	282.19	79 %
	315 Postage, Shipping & Freight	0.00	-30.33	1,000.00	1,000.00	1,030.33	-3 %
	319 Legal: P.R.A.s - Professional Svcs	13.03	279.57	540.00	540.00	260.43	52 %
	320 Printing & Reproduction	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	321 IT Services - Professional Svcs	1,085.76	4,905.06	5,660.00	5,660.00	754.94	87 %
	323 Auditor - Professional Svcs	900.00	2,800.00	4,480.00	4,480.00	1,680.00	63 %
	325 Accounting - Professional Svcs	0.00	245.00	7,680.00	7,680.00	7,435.00	3 %
	326 Engineering - Professional Svcs	2,278.12	2,278.12	25,000.00	25,000.00	22,721.88	9 %
	327 Legal: General - Professional Svcs	2,329.39	12,892.85	27,000.00	27,000.00	14,107.15	48 %
	328 Insurance - Prop & Liability	0.00	17,962.71	14,448.00	14,448.00	-3,514.71	124 %
	329 New Hire Screening	0.00	45.00	100.00	100.00	55.00	45 %
	330 Contract Labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	331 Legal: SMEA - Professional Svcs	1,944.00	2,084.05	2,250.00	2,250.00	165.95	93 %
	333 Legal: HR - Professional Svcs	1,516.82	4,315.57	3,000.00	3,000.00	-1,315.57	144 %
	334 Maintenance Agreements	37.50	5,446.14	5,739.00	5,739.00	292.86	95 %
	335 Meals	0.00	0.00	100.00	100.00	100.00	0 %
	340 Meetings and Conferences	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	345 Mileage Expense Reimbursement	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	348 Safety Equipment and Supplies	29.35	283.75	2,000.00	2,000.00	1,716.25	14 %
	349 Repairs & Maint - Mission Gardens	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	350 Repairs & Maint - Computers	0.00	0.00	1,600.00	1,600.00	1,600.00	0 %
	351 Repairs & Maint - Equip	1,591.91	2,524.14	8,000.00	8,000.00	5,475.86	32 %
	352 Repairs & Maint - Structures	0.00	56.62	1,500.00	1,500.00	1,443.38	4 %
	353 Repairs & Maint - Infrastructure	0.00	15.04	15,000.00	15,000.00	14,984.96	0 %
	354 Repairs & Maint - Vehicles	86.57	1,200.71	3,000.00	3,000.00	1,799.29	40 %
	355 Testing & Supplies (WWTP)	756.00	5,952.00	12,000.00	12,000.00	6,048.00	50 %
	374 CSD Utilities - Billing Services	313.98	1,669.99	3,500.00	3,500.00	1,830.01	48 %
	375 Internet Expenses	427.94	928.76	1,187.00	1,187.00	258.24	78 %
	376 Web Page - Upgrade/Maint	0.00	768.00	768.00	768.00	0.00	100 %
	379 Utilities - Electric Mission Gardens	82.52	426.43	2,000.00	2,000.00	1,573.57	21 %
	380 Utilities - Alarm Service	57.58	287.90	1,320.00	1,320.00	1,032.10	22 %
	381 Utilities - Electric	5,784.30	36,946.81	80,000.00	80,000.00	43,053.19	46 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
382	Utilities - Propane	95.30	155.07	510.00	510.00	354.93	30 %
383	Utilities - Trash	58.34	291.70	504.00	504.00	212.30	58 %
384	Utilities - Water/Sewer	194.60	1,058.68	2,470.00	2,470.00	1,411.32	43 %
385	Dues and Subscriptions	5.70	2,998.86	3,984.00	3,984.00	985.14	75 %
386	Education and Training	356.48	659.78	2,500.00	2,500.00	1,840.22	26 %
393	Advertising and Public Notices	0.00	59.24	1,000.00	1,000.00	940.76	6 %
394	LAFCO Allocations	0.00	1,615.16	1,600.00	1,600.00	-15.16	101 %
395	Community Outreach	0.00	76.86	1,200.00	1,200.00	1,123.14	6 %
396	Utilities - SoCal Gas	45.95	45.95	1,000.00	1,000.00	954.05	5 %
410	Office Supplies	23.45	345.75	2,000.00	2,000.00	1,654.25	17 %
432	Utility Rate Design Study	4,206.40	5,668.90	0.00	28,507.50	22,838.60	20 %
459	SCADA - Maintenance Fees	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
465	Cell phones, Radios and Pagers	124.42	635.69	1,394.00	1,394.00	758.31	46 %
475	Computer Supplies & Upgrades	0.00	15,043.64	2,000.00	2,000.00	-13,043.64	752 %
485	Fuel Expense	579.45	2,273.19	6,000.00	6,000.00	3,726.81	38 %
490	Small Tools & Equipment	38.04	74.49	5,500.00	5,500.00	5,425.51	1 %
495	Uniform Expense	339.13	1,623.16	1,248.00	1,248.00	-375.16	130 %
500	Capital Outlay	0.00	0.00	0.00	14,092.20	14,092.20	0 %
545	Sewer System Mgmt Plan (SSMP)	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
560	Sewer Line Repairs	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
570	Repairs, Maint. & Video Sewer Lines	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
580	MISSION GARDENS LIFT STATION PROJECTS	546.98	4,043.57	10,000.00	10,000.00	5,956.43	40 %
582	WWTP Plant Maintenance	825.79	1,873.53	40,000.00	40,000.00	38,126.47	5 %
583	WWTP Drying Pond Maintenance	0.00	0.00	40,000.00	40,000.00	40,000.00	0 %
587	WWTF Final Design/Construction	17,748.07	21,505.57	0.00	798,128.00	776,622.43	3 %
705	Waste Discharge Fees/Permits	0.00	0.00	30,000.00	30,000.00	30,000.00	0 %
715	Licenses, Permits and Fees	533.44	3,491.71	4,000.00	4,000.00	508.29	87 %
805	Refundable Water/Sewer/Hydrant	0.00	0.00	100.00	100.00	100.00	0 %
900	District Strategic Plan	0.00	486.00	0.00	0.00	-486.00	*** %
908	Cash Over/Cash Short	0.00	-24.72	0.00	0.00	24.72	*** %
940	Bank Service Charges	0.00	7.00	100.00	100.00	93.00	7 %
949	Lease agreements	0.00	642.40	8,400.00	19,645.50	19,003.10	3 %
960	Property Tax Expense	0.00	127.82	150.00	150.00	22.18	85 %
970	WWTF Long Term Maintenance	0.00	0.00	100,000.00	100,000.00	100,000.00	0 %
971	Loan Principal Payment	0.00	0.00	150,000.00	150,000.00	150,000.00	0 %
972	Loan Interest Payment	0.00	0.00	150,000.00	150,000.00	150,000.00	0 %
	<b>Account Total:</b>	<b>66,143.38</b>	<b>297,808.93</b>	<b>1,258,855.00</b>	<b>2,110,828.20</b>	<b>1,813,019.27</b>	<b>14 %</b>
	<b>Account Group Total:</b>	<b>66,143.38</b>	<b>297,808.93</b>	<b>1,258,855.00</b>	<b>2,110,828.20</b>	<b>1,813,019.27</b>	<b>14 %</b>
	<b>Fund Total:</b>	<b>66,143.38</b>	<b>297,808.93</b>	<b>1,258,855.00</b>	<b>2,110,828.20</b>	<b>1,813,019.27</b>	<b>14 %</b>

50 WATER DEPARTMENT

65000 Water

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
65000	Water						
105	Salaries and Wages	20,812.38	106,752.05	303,673.00	303,673.00	196,920.95	35 %
109	Stand-by Hours	0.00	0.00	12,500.00	12,500.00	12,500.00	0 %
111	BOD Stipend	304.00	646.00	4,260.00	4,260.00	3,614.00	15 %
115	Payroll Expenses	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
120	Workers' Compensation	0.00	13,323.34	13,240.00	13,240.00	-83.34	101 %
121	Physicals	0.00	0.00	150.00	150.00	150.00	0 %
135	Payroll Tax - FICA/SS	63.05	378.24	2,000.00	2,000.00	1,621.76	19 %
140	Payroll Tax - Medicare	306.21	1,534.39	4,403.00	4,403.00	2,868.61	35 %
155	Payroll Tax - SUI	14.28	256.49	14,273.00	14,273.00	14,016.51	2 %
160	Payroll Tax - ETT	0.32	5.50	0.00	0.00	-5.50	*** %
205	Insurance - Health	2,594.37	11,654.07	28,444.00	28,444.00	16,789.93	41 %
206	Insurance - CalPers Health Retiree	0.00	0.00	1,700.00	1,700.00	1,700.00	0 %
210	Insurance - Dental	140.93	643.74	1,987.00	1,987.00	1,343.26	32 %
215	Insurance - Vision	22.50	102.74	326.00	326.00	223.26	32 %
225	Retirement - PERS Expense	2,004.82	17,984.57	26,093.00	26,093.00	8,108.43	69 %
305	Operations & Maintenance	370.89	3,880.76	8,000.00	8,000.00	4,119.24	49 %
310	Phone & Fax Expense	205.96	1,023.89	1,316.00	1,316.00	292.11	78 %
315	Postage, Shipping & Freight	0.00	-29.84	1,000.00	1,000.00	1,029.84	-3 %
319	Legal: P.R.A.s - Professional Svcs	12.85	275.69	532.00	532.00	256.31	52 %
320	Printing & Reproduction	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
321	IT Services - Professional Svcs	1,070.68	4,815.65	5,633.00	5,633.00	817.35	85 %
323	Auditor - Professional Svcs	887.50	2,762.50	4,480.00	4,480.00	1,717.50	62 %
324	GSA-GSP - Professional Svcs	0.00	203.82	15,000.00	15,000.00	14,796.18	1 %
325	Accounting - Professional Svcs	0.00	266.00	7,680.00	7,680.00	7,414.00	3 %
326	Engineering - Professional Svcs	5,190.63	5,190.63	27,500.00	27,500.00	22,309.37	19 %
327	Legal: General - Professional Svcs	2,302.70	9,581.06	26,625.00	26,625.00	17,043.94	36 %
328	Insurance - Prop & Liability	0.00	29,374.73	23,603.00	23,603.00	-5,771.73	124 %
329	New Hire Screening	0.00	45.00	100.00	100.00	55.00	45 %
330	Contract Labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
331	Legal: SMEA - Professional Svcs	1,944.00	2,084.05	2,250.00	2,250.00	165.95	93 %
333	Legal: HR - Professional Svcs	1,495.76	4,259.83	3,000.00	3,000.00	-1,259.83	142 %
334	Maintenance Agreements	37.50	5,282.99	9,260.00	9,260.00	3,977.01	57 %
335	Meals	0.00	0.00	100.00	100.00	100.00	0 %
340	Meetings and Conferences	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
345	Mileage Expense Reimbursement	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
348	Safety Equipment and Supplies	29.35	283.75	2,000.00	2,000.00	1,716.25	14 %
350	Repairs & Maint - Computers	0.00	268.00	1,500.00	1,500.00	1,232.00	18 %
351	Repairs & Maint - Equip	362.46	4,107.42	4,000.00	4,000.00	-107.42	103 %
352	Repairs & Maint - Structures	117.01	399.43	2,000.00	2,000.00	1,600.57	20 %
353	Repairs & Maint - Infrastructure	0.00	3,726.25	50,000.00	50,000.00	46,273.75	7 %
354	Repairs & Maint - Vehicles	60.53	1,174.68	3,000.00	3,000.00	1,825.32	39 %
356	Testing & Supplies - Well #3 (Water)	289.11	983.31	3,500.00	3,500.00	2,516.69	28 %
357	Testing & Supplies - Well #4 (Water)	289.11	983.29	3,500.00	3,500.00	2,516.71	28 %
358	Testing & Supplies - SLT Well (Water)	1,027.12	3,560.31	6,000.00	6,000.00	2,439.69	59 %
359	Testing & Supplies - Other	353.00	2,613.00	6,000.00	6,000.00	3,387.00	44 %
362	Cross-Connection Control Svcs.	0.00	555.60	1,000.00	1,000.00	444.40	56 %
374	CSD Utilities - Billing Services	339.19	1,695.23	3,500.00	3,500.00	1,804.77	48 %
375	Internet Expenses	124.98	625.79	1,187.00	1,187.00	561.21	53 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 11 / 22

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
376	Web Page - Upgrade/Maint	0.00	768.00	768.00	768.00	0.00	100 %
380	Utilities - Alarm Service	57.58	287.90	1,320.00	1,320.00	1,032.10	22 %
381	Utilities - Electric	4,135.02	25,802.84	46,000.00	46,000.00	20,197.16	56 %
382	Utilities - Propane	93.97	152.91	2,010.00	2,010.00	1,857.09	8 %
383	Utilities - Trash	58.34	291.70	504.00	504.00	212.30	58 %
384	Utilities - Water/Sewer	83.41	505.85	622.00	622.00	116.15	81 %
385	Dues and Subscriptions	5.62	2,957.20	4,072.00	4,072.00	1,114.80	73 %
386	Education and Training	351.51	900.63	5,000.00	5,000.00	4,099.37	18 %
393	Advertising and Public Notices	0.00	1,165.72	1,000.00	1,000.00	-165.72	117 %
394	LAFCO Allocations	0.00	1,613.31	1,600.00	1,600.00	-13.31	101 %
395	Community Outreach	0.00	766.72	1,200.00	1,200.00	433.28	64 %
396	Utilities - SoCal Gas	34.14	1,588.86	1,500.00	1,500.00	-88.86	106 %
410	Office Supplies	23.13	343.19	2,000.00	2,000.00	1,656.81	17 %
432	Utility Rate Design Study	4,206.41	5,668.91	0.00	28,807.50	23,138.59	20 %
459	SCADA - Maintenance Fees	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
465	Cell phones, Radios and Pagers	124.17	634.42	1,398.00	1,398.00	763.58	45 %
475	Computer Supplies & Upgrades	0.00	14,966.60	2,500.00	2,500.00	-12,466.60	599 %
481	Chemicals- Well #3	0.00	866.02	4,000.00	4,000.00	3,133.98	22 %
482	Chemicals- Well #4	0.00	782.23	4,000.00	4,000.00	3,217.77	20 %
483	Chemicals- SLT Well	0.00	709.92	3,000.00	3,000.00	2,290.08	24 %
485	Fuel Expense	579.44	2,273.19	6,000.00	6,000.00	3,726.81	38 %
490	Small Tools & Equipment	38.05	74.50	6,000.00	6,000.00	5,925.50	1 %
495	Uniform Expense	339.14	1,623.32	1,248.00	1,248.00	-375.32	130 %
500	Capital Outlay	0.00	0.00	0.00	3,583.97	3,583.97	0 %
520	Water Main Valves Replacement	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
525	Water Meter Replacement	0.00	9,696.01	0.00	0.00	-9,696.01	*** %
535	Water Lines Repairs	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
605	USDA Loan Payment	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
715	Licenses, Permits and Fees	1,596.00	3,665.26	7,000.00	7,000.00	3,334.74	52 %
805	Refundable Water/Sewer/Hydrant	0.00	-16.09	100.00	100.00	116.09	-16 %
900	District Strategic Plan	0.00	479.25	0.00	0.00	-479.25	*** %
930	Interest Fees	0.00	2,775.30	60,000.00	60,000.00	57,224.70	5 %
940	Bank Service Charges	0.00	0.00	100.00	100.00	100.00	0 %
949	Lease agreements	0.00	633.48	8,362.00	19,583.88	18,950.40	3 %
	<b>Account Total:</b>	<b>54,798.12</b>	<b>355,427.79</b>	<b>920,119.00</b>	<b>963,732.35</b>	<b>608,304.56</b>	<b>37 %</b>
	<b>Account Group Total:</b>	<b>54,798.12</b>	<b>355,427.79</b>	<b>920,119.00</b>	<b>963,732.35</b>	<b>608,304.56</b>	<b>37 %</b>
	<b>Fund Total:</b>	<b>54,798.12</b>	<b>355,427.79</b>	<b>920,119.00</b>	<b>963,732.35</b>	<b>608,304.56</b>	<b>37 %</b>

60 SOLID WASTE DEPARTMENT

66000 SOLID WASTE  
66000 SOLID WASTE

105	Salaries and Wages	952.38	5,192.92	19,370.00	19,370.00	14,177.08	27 %
111	BOD Stipend	16.00	34.00	240.00	240.00	206.00	14 %
115	Payroll Expenses	0.00	0.00	250.00	250.00	250.00	0 %
120	Workers' Compensation	0.00	18.15	37.00	37.00	18.85	49 %
121	Physicals	0.00	0.00	50.00	50.00	50.00	0 %
135	Payroll Tax - FICA/SS	2.85	16.19	150.00	150.00	133.81	11 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60 SOLID WASTE DEPARTMENT							
140	Payroll Tax - Medicare	14.05	73.81	281.00	281.00	207.19	26 %
155	Payroll Tax - SUI	0.76	4.42	910.00	910.00	905.58	0 %
160	Payroll Tax - ETT	0.00	0.06	0.00	0.00	-0.06	*** %
205	Insurance - Health	112.74	527.27	2,132.00	2,132.00	1,604.73	25 %
210	Insurance - Dental	5.60	26.44	105.00	105.00	78.56	25 %
215	Insurance - Vision	0.87	4.20	17.00	17.00	12.80	25 %
225	Retirement - PERS Expense	97.66	684.66	1,475.00	1,475.00	790.34	46 %
305	Operations & Maintenance	1,542.59	1,826.41	1,000.00	1,000.00	-826.41	183 %
310	Phone & Fax Expense	7.69	38.69	37.00	37.00	-1.69	105 %
315	Postage, Shipping & Freight	0.00	-1.95	100.00	100.00	101.95	-2 %
319	Legal: P.R.A.s - Professional Svcs	0.72	15.52	30.00	30.00	14.48	52 %
320	Printing & Reproduction	0.00	0.00	150.00	150.00	150.00	0 %
321	IT Services - Professional Svcs	60.32	284.65	356.00	356.00	71.35	80 %
323	Auditor - Professional Svcs	50.00	150.00	420.00	420.00	270.00	36 %
325	Accounting - Professional Svcs	0.00	14.00	720.00	720.00	706.00	2 %
327	Legal: General - Professional Svcs	106.74	415.27	1,500.00	1,500.00	1,084.73	28 %
328	Insurance - Prop & Liability	0.00	1,440.63	837.00	837.00	-603.63	172 %
329	New Hire Screening	0.00	0.00	50.00	50.00	50.00	0 %
330	Contract Labor	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
331	Legal: SMEA - Professional Svcs	0.00	0.00	250.00	250.00	250.00	0 %
333	Legal: HR - Professional Svcs	84.27	222.96	400.00	400.00	177.04	56 %
334	Maintenance Agreements	0.00	204.76	104.00	104.00	-100.76	197 %
335	Meals	0.00	0.00	100.00	100.00	100.00	0 %
340	Meetings and Conferences	0.00	0.00	100.00	100.00	100.00	0 %
345	Mileage Expense Reimbursement	0.00	0.00	50.00	50.00	50.00	0 %
348	Safety Equipment and Supplies	0.00	0.00	500.00	500.00	500.00	0 %
350	Repairs & Maint - Computers	0.00	0.00	150.00	150.00	150.00	0 %
351	Repairs & Maint - Equip	0.00	311.40	500.00	500.00	188.60	62 %
352	Repairs & Maint - Structures	0.00	0.00	100.00	100.00	100.00	0 %
353	Repairs & Maint - Infrastructure	0.00	1,522.72	1,000.00	1,000.00	-522.72	152 %
354	Repairs & Maint - Vehicles	0.00	0.00	150.00	150.00	150.00	0 %
375	Internet Expenses	0.00	0.00	27.00	27.00	27.00	0 %
376	Web Page - Upgrade/Maint	0.00	48.00	48.00	48.00	0.00	100 %
380	Utilities - Alarm Service	0.00	0.00	36.00	36.00	36.00	0 %
382	Utilities - Propane	67.71	71.03	0.00	0.00	-71.03	*** %
383	Utilities - Trash	0.00	0.00	189.00	189.00	189.00	0 %
384	Utilities - Water/Sewer	0.00	0.00	39.00	39.00	39.00	0 %
385	Dues and Subscriptions	0.30	166.52	1,321.00	1,321.00	1,154.48	13 %
386	Education and Training	19.81	36.51	500.00	500.00	463.49	7 %
393	Advertising and Public Notices	0.00	0.00	500.00	500.00	500.00	0 %
394	LAFCO Allocations	0.00	1,490.09	1,600.00	1,600.00	109.91	93 %
395	Community Outreach	0.00	2.76	750.00	750.00	747.24	0 %
410	Office Supplies	1.30	16.70	150.00	150.00	133.30	11 %
432	Utility Rate Design Study	0.00	0.00	0.00	16,472.50	16,472.50	0 %
465	Cell phones, Radios and Pagers	11.81	46.83	57.00	57.00	10.17	82 %
475	Computer Supplies & Upgrades	0.00	582.46	500.00	500.00	-82.46	116 %
485	Fuel Expense	0.00	0.00	200.00	200.00	200.00	0 %
490	Small Tools & Equipment	0.00	0.00	500.00	500.00	500.00	0 %
495	Uniform Expense	35.29	86.96	52.00	52.00	-34.96	167 %
500	Capital Outlay	0.00	23,214.63	0.00	25,032.90	1,818.27	93 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 11 / 22

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60 SOLID WASTE DEPARTMENT							
580	MISSION GARDENS LIFT STATION PROJECTS	0.00	895.59	0.00	0.00	-895.59	*** %
650	SB1383 Compliance	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
715	Licenses, Permits and Fees	862.76	862.76	0.00	0.00	-862.76	*** %
900	District Strategic Plan	0.00	27.00	0.00	0.00	-27.00	*** %
940	Bank Service Charges	0.00	0.00	15.00	15.00	15.00	0 %
949	Lease agreements	0.00	35.69	387.00	765.00	729.31	5 %
	<b>Account Total:</b>	<b>4,054.22</b>	<b>40,610.71</b>	<b>46,492.00</b>	<b>88,375.40</b>	<b>47,764.69</b>	<b>46 %</b>
	<b>Account Group Total:</b>	<b>4,054.22</b>	<b>40,610.71</b>	<b>46,492.00</b>	<b>88,375.40</b>	<b>47,764.69</b>	<b>46 %</b>
	<b>Fund Total:</b>	<b>4,054.22</b>	<b>40,610.71</b>	<b>46,492.00</b>	<b>88,375.40</b>	<b>47,764.69</b>	<b>46 %</b>
	<b>Grand Total:</b>	<b>191,487.38</b>	<b>1,047,431.76</b>	<b>2,857,128.00</b>	<b>3,857,388.49</b>	<b>2,809,956.73</b>	<b>27 %</b>

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Cash Report  
For the Accounting Period: 11/22

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
20 FIRE PROTECTION DEPARTMENT						
10200 OPERATING CASH - PREMIER	215,533.44	0.00	18,297.53	0.00	87,616.39	146,214.58
10250 PAC PREMIER - PAYROLL	-3,345.02	0.00	30,220.35	0.00	23,639.63	3,235.70
10340 PAC PREMIER OPERATIONAL RESERVE	261,694.92	35,627.39	0.00	0.00	18,153.59	279,168.72
10350 PAC PREMIER - CAPITAL RESERVE	431,989.42	2,855.49	0.00	0.00	0.00	434,844.91
10461 COMMUNITY BANK OF SANTA MARIA	158,248.95	0.00	0.00	0.00	0.00	158,248.95
<b>Total Fund</b>	<b>1,064,121.71</b>	<b>38,482.88</b>	<b>48,517.88</b>		<b>129,409.61</b>	<b>1,021,712.86</b>
30 STREET LIGHTING DEPARTMENT						
10200 OPERATING CASH - PREMIER	83,015.47	10,914.45	417.53	0.00	7,614.96	86,732.49
10250 PAC PREMIER - PAYROLL	4,551.82	0.00	2,137.59	0.00	1,236.89	5,452.52
10340 PAC PREMIER OPERATIONAL RESERVE	210,372.35	35.38	0.00	0.00	0.00	210,407.73
10350 PAC PREMIER - CAPITAL RESERVE	249,836.92	40.59	0.00	0.00	0.00	249,877.51
10460 Cantella & Co. Investment Acct.	152,908.93	0.00	0.00	0.00	0.00	152,908.93
<b>Total Fund</b>	<b>700,685.49</b>	<b>10,990.42</b>	<b>2,555.12</b>		<b>8,851.85</b>	<b>705,379.18</b>
40 WASTEWATER DEPARTMENT						
10200 OPERATING CASH - PREMIER	1,371,894.81	106,037.92	3,358.82	157.30	92,625.65	1,388,508.60
10250 PAC PREMIER - PAYROLL	50,280.97	0.00	30,781.36	0.00	20,702.95	60,359.38
10260 PAC WESTERN BANK - LONG TERM	500,572.55	197.49	0.00	0.00	0.00	500,770.04
10340 PAC PREMIER OPERATIONAL RESERVE	330,537.83	55.59	0.00	0.00	0.00	330,593.42
10350 PAC PREMIER - CAPITAL RESERVE	639,512.53	10,368.57	0.00	0.00	0.00	649,881.10
<b>Total Fund</b>	<b>2,892,798.69</b>	<b>116,659.57</b>	<b>34,140.18</b>	<b>157.30</b>	<b>113,328.60</b>	<b>2,930,112.54</b>
50 WATER DEPARTMENT						
10150 Cash in SLO County	77,836.10	0.00	0.00	0.00	0.00	77,836.10
10200 OPERATING CASH - PREMIER	294,368.00	84,026.08	1,935.22	208.28	81,059.26	299,061.76
10250 PAC PREMIER - PAYROLL	-44,636.09	0.00	30,353.86	0.00	26,262.86	-40,545.09
10340 PAC PREMIER OPERATIONAL RESERVE	155,390.87	26.13	0.00	0.00	0.00	155,417.00
10350 PAC PREMIER - CAPITAL RESERVE	221,834.85	10,476.74	0.00	0.00	0.00	232,311.59
10400 HOB - USDA RESERVE	70,004.53	0.58	0.00	0.00	0.00	70,005.11
<b>Total Fund</b>	<b>774,798.26</b>	<b>94,529.53</b>	<b>32,289.08</b>	<b>208.28</b>	<b>107,322.12</b>	<b>794,086.47</b>
60 SOLID WASTE DEPARTMENT						
10200 OPERATING CASH - PREMIER	27,181.85	4,293.35	198.28	0.00	4,792.34	26,881.14
10250 PAC PREMIER - PAYROLL	4,074.58	0.00	1,710.08	0.00	1,202.91	4,581.75
10340 PAC PREMIER OPERATIONAL RESERVE	72,313.77	12.16	0.00	0.00	0.00	72,325.93
10350 PAC PREMIER - CAPITAL RESERVE	12,888.87	2.09	0.00	0.00	0.00	12,890.96
<b>Total Fund</b>	<b>116,459.07</b>	<b>4,307.60</b>	<b>1,908.36</b>		<b>5,995.25</b>	<b>116,679.78</b>
71 PAYROLL CLEARING FUND						
10250 PAC PREMIER - PAYROLL	-73.24	0.00	73,045.24	74,143.01	0.00	-1,171.01
73 CLAIMS CLEARING FUND						
10200 OPERATING CASH - PREMIER	24,810.77	0.00	172,451.57	135,233.55	0.00	62,028.79
<b>Totals</b>	<b>5,573,600.75</b>	<b>264,970.00</b>	<b>364,907.43</b>	<b>209,742.14</b>	<b>364,907.43</b>	<b>5,628,828.61</b>

\*\*\* Transfers In and Transfers Out columns should match, with the following exceptions:

- 1) Cancelled electronic checks increase the Transfers In column. Disbursed column will be overstated by the same amount and will not balance to the Redeemed Checks List.
- 2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column by the total amount of these checks.

## SAN MIGUEL CSD Investment Portfolio Report - MONTHLY

11/30/2022

SECURITY	PRICE	COUPON	AMOUNT	YIELDS AVG YIELD	ANNUAL CASH FLOW	MATURITY DATE	FDIC CERT #	SETTLE DATE	MARKET VALUE AS OF REPORT	PORTFOLIO % BY INVESTMENT
Fidelity Govt MMKT	N/A								\$ 16,251.01	
Morgan Stanley Bank NA	\$ 100.00	3.05%	\$ 75,000.00	3.05%	\$ 2,287.50	2/14/2024	32992	2/14/2019	\$ 73,444.50	54%
Comenity Cap. Bank	\$ 100.00	2.75%	\$ 65,000.00	2.75%	\$ 1,787.50	4/15/2024	57570	4/15/2019	\$ 63,189.10	46%
<b>Total &amp; Average:</b>			<b>\$ 140,000.00</b>	<b>2.90%</b>	<b>\$ 4,075.00</b>				<b>\$ 152,884.61</b>	

SMCSD BMS Accounts: 30-46000, 30-46100



SECURITIES & ADVISORY SERVICES  
OFFERED THROUGH CANTELLA & CO., INC.  
MEMBER FINRA/SIPC

**Disclosure Page**

All information provided "as is" for informational purposes only, not intended for trading purposes or advice. Some holdings may included assets held by third party firms. Estimates of asset values provided by the client are not verified for accuracy and are not guaranteed. Prior to execution of any security trade, you are advised to consult your authorized financial advisor to verify the accuracy of all information. Neither Cantella & Co., Inc., nor Mark Edelman, King Capital Advisors is liable for any informational errors, incompleteness, or for any actions taken in reliance on information contained herein.

The performance data quoted represents past performance, which does not guarantee future results. Principle value and investment return of stocks, mutual funds, and variable/life products will fluctuate and an investor's share/units when redeemed will be worth more or less than the original investment. Stocks, mutual funds, and variable/life products are not FDIC-insured, may lose value, and are not guaranteed by a bank or other financial institution

Current performance may be lower or higher than the performance data quoted. For performance data current to the most recent month-end call or write for more information.

Account statements are provided directly from National Financial Services and should be reviewed for accuracy. As always, for more complete account information please contact your representative at 281-582-6500 or Cantella & Co., home office representative for an official statement.

Please carefully consider the fund's investment objective, risks, charges and expenses applicable to a continued investment in the fund before investing. For this and other information, call or write to for a free prospectus, or view one online. Read it carefully before you invest or send money.

Bonds contain interest rate risk (as interest rates rise bond prices usually fall); the risk of issuer default; and inflation risk. The municipal market is volatile and can be significantly affected by adverse tax, legislative, or political changes and the financial condition of the issuers of municipal securities. Interest rate increases can cause the price of a debt security to decrease.

Variable insurance products, including variable annuities are offered by prospectus only. The prospectus contains information about the product's features, risks, charges and expenses, and the investment objectives, risks and policies or the underlying portfolios, as well as other information about the underlying funding choices. Read the prospectus and consider this information carefully

**Securities offered through Cantella & Co., Inc. Member FINRA/SIPC**

### SMCSD STATEMENTS OF INFORMATION:

As of this report date the District is in compliance with the SMCSD Investment Policy.

As of this report date the District has the ability to meet it's expenditure requirements through: May 30, 2023

*Michelle Hido*

Michelle Hido, Financial Officer SMCSD

Kelly Dodds, General Manager SMCSD

**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 10.2**

**SUBJECT:** Establish calendar year 2023 regular Board of Director meeting dates (Dodds)

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**SUGGESTED ACTION:** Review and approve RESOLUTION 2022-65 establishing regular board meeting dates for calendar year 2023

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**DISCUSSION:**

The requirements of the District's Board of Director bylaws and also State laws specify setting local agency meetings by elected boards, city councils, special districts and other agencies to with regular scheduled public meetings.

The proposed schedule and resolution are based on the District requirements to hold its monthly meetings on the fourth Thursday of each month, except in November and December 2023, when holidays affect those regular meeting dates.

The attached resolution will set the schedule for Calendar Year 2023 regular board meetings by date.

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**FISCAL IMPACT:**

None

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**PREPARED BY:** Tamara Parent

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**RESOLUTION 2022-65**

**EXHIBIT "A"  
CALENDAR YEAR 2023**

**REGULAR BOARD OF DIRECTOR MEETING DATES AND TIMES**

Meeting Times shall begin at 7pm, every 4th Thursday of each month, unless otherwise noticed

**THURSDAY - JANUARY 26, 2023**

**THURSDAY - FEBRUARY 23, 2023**

**THURSDAY - MARCH 23, 2023**

**THURSDAY - APRIL 27, 2023**

**THURSDAY - MAY 25, 2023**

**THURSDAY - JUNE 22, 2023**

**THURSDAY - JULY 27, 2023**

**THURSDAY - AUGUST 24, 2023**

**THURSDAY - SEPTEMBER 28, 2023**

**THURSDAY - OCTOBER 26, 2023**

**THURSDAY - NOVEMBER 16, 2023 \*\***

**THURSDAY - DECEMBER 14, 2023 \*\***

\*\* = This meeting date is not the regular 4<sup>th</sup> Thursday of the month due to conflict with the Thanksgiving and Christmas holidays.

Special Board meeting dates and times may be established or set by the Board of Directors pursuant to adopted Board policy and applicable procedures.

Adopted by Board action on December 15, 2022



**RESOLUTION NO. 2022-65**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN MIGUEL COMMUNITY SERVICES DISTRICT ESTABLISHING  
BOARD OF DIRECTOR REGULAR MEETING DATES AND TIMES FOR  
2023 CALENDAR YEAR**

**WHEREAS**, San Miguel Community Services District (“SMCSD”) provides fire protection, water, wastewater, solid waste collection/disposal and street lighting/landscaping infrastructure and services within the district; and

**WHEREAS**, the SMCSD Board of Directors (“Board”) is required by District ordinance to hold and conduct regular monthly public business meetings and hereby determines its intent to establish calendar year dates and times for regular Board of Director meetings for 2023; and

**NOW THEREFORE, BE IT RESOLVED**, the Board does, hereby, adopt the 2023 Calendar for Regular Board of Director Meeting Agenda dates and times as set forth on Exhibit “A” attached hereto.

On the motion of Director \_\_\_\_\_seconded by Director \_\_\_\_\_and on the following roll call vote, to wit:

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAINING:**

The foregoing Resolution is hereby passed and adopted this 15th day of December 2023.

\_\_\_\_\_  
Raynette Gregory,  
President Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Kelly Dodds, General Manager

\_\_\_\_\_  
Douglas L. White, District General Counsel

Attachments:

**Exhibit A:** 2023 Calendar year – Board meeting dates

**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 10.3**

**SUBJECT:** Contract amendment for the Safety Category with CalPERS (Dodds)

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**SUGGESTED ACTION:** Review and approve RESOLUTION 2022-68 Amending the contract between the Board of Administration California Public Employees Retirement System and the Board of Directors San Miguel Community Services District.

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**DISCUSSION:**

Approval of RESOLUTION 2022-68 is the final step in amending the retirement contract with CalPERS.

Approval will result in the addition of a Safety Category in our contract. Currently only the Fire Chief is affected, however once other full time fire personnel are hired they will also be included in this new category. All other existing personnel will remain in their respective classes and all new, non-fire, personnel will be included in the miscellaneous category as they previously were.

The Board should approve the Amendment to Contract and authorize the signing, certification and submission of required forms as required to effectuate the approval.

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**FISCAL IMPACT:**

There is no additional cost to approve the contact amendment with CalPERS other than the additional retirement costs previously discussed.

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PREPARED BY: Kelly Dodds

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California  
Public Employees' Retirement System

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# AMENDMENT TO CONTRACT

Between the  
Board of Administration  
California Public Employees' Retirement System  
and the  
Board of Directors  
San Miguel Community Services District

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The Board of Administration, California Public Employees' Retirement System, hereinafter referred to as Board, and the governing body of the above public agency, hereinafter referred to as Public Agency, having entered into a contract effective March 1, 2004, and witnessed February 17, 2004, which provides for participation of Public Agency in said System, Board and Public Agency hereby agree as follows:

- A. Paragraphs 1 through 10 are hereby stricken from said contract as executed effective March 1, 2004, and hereby replaced by the following paragraphs numbered 1 through 13 inclusive:
1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. "Normal retirement age" shall mean age 55 for classic local miscellaneous members, age 62 for new local miscellaneous members, and age 57 for local safety members.
  2. Public Agency shall participate in the Public Employees' Retirement System from and after March 1, 2004, making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.

3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorney fees that may arise as a result of any of the following:
  - (a) Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.
  - (b) Any dispute, disagreement, claim, or proceeding (including without limitation arbitration, administrative hearing, or litigation) between Public Agency and its employees (or their representatives) which relates to Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than such employees' existing retirement benefits, provisions or formulas.
  - (c) Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.
4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:
  - a. Local Fire Fighters (herein referred to as local safety members);
  - b. Employees other than local safety members (herein referred to as local miscellaneous members).
5. Any exclusion(s) shall remain in effect until such time as the Public Employees' Retirement System determines that continuing said exclusion(s) would risk a finding of non-compliance with any federal tax laws or regulations. If such a determination is contemplated, the Public Employees' Retirement System will meet with the Public Agency to discuss the matter and coordinate any required changes or amendments to the contract.

In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:

- a. **POLICE.**

6. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member shall be determined in accordance with Section 21354.5 of said Retirement Law (2.7% at age 55 Full).
7. The percentage of final compensation to be provided for each year of credited prior and current service as a new local miscellaneous member shall be determined in accordance with Section 7522.20 of said Retirement Law (2% at age 62 Full).
8. The percentage of final compensation to be provided for local safety members for each year of credited prior service is 0% and the percentage of final compensation to be provided for each year of credited current service is 100% and determined in accordance with Section 7522.25(d) of said Retirement Law (2.7% at age 57 Full).
9. Public Agency elected and elects to be subject to the following optional provisions:
  - a. Section 20042 (One-Year Final Compensation) for classic local miscellaneous members only.
  - b. Section 21151 (Industrial Disability Retirement For Local Miscellaneous Members).
10. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local miscellaneous members and local safety members of said Retirement System.
11. Public Agency shall also contribute to said Retirement System as follows:
  - a. Contributions required per covered member on account of the 1959 Survivor Benefits provided under Section 21574 of said Retirement Law. (Subject to annual change.) In addition, all assets and liabilities of Public Agency and its employees shall be pooled in a single account, based on term insurance rates, for survivors of all local miscellaneous members and local safety members.
  - b. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.
  - c. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.

- 12. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.
- 13. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

B. This amendment shall be effective on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

BOARD OF ADMINISTRATION  
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BOARD OF DIRECTORS  
SAN MIGUEL COMMUNITY SERVICES  
DISTRICT

BY \_\_\_\_\_  
MELODY BENAVIDES, CHIEF  
PENSION CONTRACTS AND PREFUNDING  
PROGRAMS DIVISION  
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY \_\_\_\_\_  
PRESIDING OFFICER

\_\_\_\_\_  
Witness Date

Attest:

\_\_\_\_\_  
Clerk

**SAN MIGUEL COMMUNITY SERVICES DISTRICT  
RESOLUTION  
AUTHORIZING AN AMENDMENT TO THE CONTRACT**

No. \_\_\_\_\_

WHEREAS, the Board of Administration of the California Public Employees' Retirement System and the Board of Directors of the San Miguel Community Services District entered into a contract effective on March 1, 2004, providing for the participation of said public agency in the California Public Employees' Retirement System; and

WHEREAS, it is now desirable to take advantage of certain benefits provided under said Retirement System and not included in said contract;

NOW, THEREFORE, BE IT RESOLVED, that said governing body authorized, and it does hereby authorize, an amendment to said contract, a copy of said amendment attached hereto and by such reference made a part hereof as though herein set out in full; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the presiding officer of said governing body is hereby authorized, empowered and directed to execute said amendment for and on behalf of said public agency.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Presiding Officer

Attest:

\_\_\_\_\_  
Clerk/Secretary



California Public Employees' Retirement System  
 Financial Office | Pension Contracts and Prefunding Programs Division  
 P.O. Box 942703, Sacramento, CA 94229-2703  
 888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

**CERTIFICATION  
 OF  
 FINAL ACTION OF GOVERNING BODY**

I hereby certify that the \_\_\_\_\_ of the  
 (governing body)

\_\_\_\_\_ of the  
 (public agency)

considered and adopted on \_\_\_\_\_, \_\_\_\_\_, by an affirmative vote of a  
 (date)

majority of the members of said Governing Body, **Ordinance/Resolution** No. \_\_\_\_\_  
 approving the attached contractual agreement between the Governing Body of said Agency and  
 the Board of Administration of the California Public Employees' Retirement System, a certified  
 copy of said **Ordinance/Resolution** in the form furnished by said Board of Administration being  
 attached hereto.

Adoption of the retirement benefit increase/change was not placed on the consent calendar.

\_\_\_\_\_  
 Clerk/Secretary

\_\_\_\_\_  
 Title

Date \_\_\_\_\_



California Public Employees' Retirement System  
 Financial Office | Pension Contracts and Prefunding Programs Division  
 P.O. Box 942703, Sacramento, CA 94229-2703  
 888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

**ACKNOWLEDGEMENT IN COMPLIANCE WITH  
 GOVERNMENT CODE SECTION 7507(d)**

I am the Chief Executive Officer of \_\_\_\_\_,  
 (name of public agency)

(Public Agency). As required by Government Code section 7507(d), in connection with a change in retirement benefits or other post employment benefits proposed to be adopted, Public Agency secured the services of a CalPERS Actuary who prepared a statement of the actuarial impact upon future annual costs, including normal cost and any additional accrued liability.

Public Agency at a public meeting on \_\_\_\_\_ adopted the  
 (date)  
 change in retirement benefits or other post employment benefits for which the actuary prepared the statement of actuarial impact.

I have read said statement of actuarial impact concerning the benefit adopted by Public Agency and hereby acknowledge that I understand the current and future cost of the benefit as determined by the actuary.

Adoption of the retirement benefit increase was not placed on the consent calendar.

\_\_\_\_\_  
 Printed Name

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

## **Board of Directors Staff Report**

**December 15, 2022**

**AGENDA ITEM: 10.4**

**SUBJECT:** Discussion on SLT Tank and Booster Pump Station project.

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**SUGGESTED ACTION:** Discuss the SLT Tank and Booster Pump Station project and provide direction to the General Manger

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**DISCUSSION:**

The Water and Wastewater Masterplan identifies replacement of the SLT Tank as a capital project. The east side of the Salinas River has historically had low pressures and fire flows below the industry standards.

In order to protect the resiliency of the water system on the east side of the river a larger storage tank is needed to replace the existing, aging, water tank. Additionally in order to increase domestic pressures and increase fire flow to that side of the river a booster pump station is necessary.

The preferred site for the new tank and booster station is on the bluff adjacent to the existing PG&E power substation. This land is currently owned by the County as right of way to North River Road.

The County has expressed that they are willing to sell the necessary property to the District. However, in order to move forward staff needs the support of the Board to site this facility at this location.

There are alternate sites, which are privately owned, that can be pursued for this project but siting this facility on a otherwise unusable section of land is preferable to using land suitable for buildings or agricultural operations.

If the Board approves of this site for this project, the staff will move forward with the necessary reports and engineering to move forward.

As the process progresses the Board will need to review and approve various items to keep the project moving.

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**FISCAL IMPACT:**

Actual costs are unknown, once the engineering and reports are completed to create the new parcel from the Right of Way the county will appraise the property and it will be sold for fair market value.

The work to create the parcel and to purchase the land may be reimbursed through a planning grant (if awarded).

The cost associated with creating the parcel will be within the current budgeted amount for engineering. However, a budget adjustment may be requested at a later time.

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PREPARED BY: Kelly Dodds

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**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 10.5**

**SUBJECT:** SLT Tank and Booster Pump application preparation (Dodds)

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**SUGGESTED ACTION:** Approve RESOLUTION 2022-66 authorizing the General Manager to contract with Water Systems Consulting in an amount not to exceed \$22,960 to prepare a grant application for the SLT Tank and Booster Pump project.

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**DISCUSSION:**

The SLT Tank and Booster Pump project is the development of a larger storage tank and domestic and fire pumps to increase the resiliency of water supplies on the east side of the Salinas River. This project has been adopted in the Water Master Plan and Strategic Plan as a necessary improvement to increase storage and improve fire flows to the east side of the river.

Adoption of this resolution will authorize the General Manager to contract with Water Systems Consulting (WSC) to prepare a grant application and all the associated reports and engineering documentation required for submittal.

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**FISCAL IMPACT:**

Approval of RESOLUTION 2022-66 will authorize a budget adjustment in the amount of \$22,960 to 50-961 (SLT Tank and Booster Pump project), and a transfer of up to \$22,960 from water capital reserve.

All cost associated with the grant application are eligible for reimbursement if the grant is awarded.

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PREPARED BY: Kelly Dodds

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**RESOLUTION NO. 2022-66**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING THE GENERAL  
MANAGER TO ENTER INTO A CONTRACT WITH WATER SYSTEMS CONSULTING TO  
PREPARE A GRANT APPLICATION FOR THE SLT TANK AND BOOSTER PUMP PROJECT  
IN AN AMOUNT NOT TO EXCEED \$22,960 WITH CORRESPONDING BUDGET  
ADJUSTMENTS.**

**WHEREAS**, the San Miguel Community Services District (“District”) operates the water system within the community; and

**WHEREAS**, the San Lawrence Terrace on the east side of the Salinas River has areas of low pressure and largely has available fire flows below the industry standard; and

**WHEREAS**, the District’s water and wastewater masterplan identifies the replacement of an undersized storage tank and installation of a booster pump station for the San Lawrence Terrace; and

**WHEREAS**, the San Miguel Community Services District Board of Directors (“Board”) authorizes the General Manager to contract with Water Systems Consulting to complete all reports and engineering to complete and submit an application for planning funding for this project; and

**NOW THEREFORE, BE IT RESOLVED**, the Board does hereby resolve, determine, and order as follows:

1. The Board authorizes the General Manager to negotiate and enter into a contract with Water Systems Consulting Inc. in an amount not to exceed \$22,960.
2. The Board authorizes a FY 2022-23 Budget adjustment and fund transfer as follows:  
- Increase to Fund 50 -Expense Object 961 in the amount of \$22,960
3. The Board authorizes the General Manager to Submit the completed application on behalf of the District.

On the motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_ and on the following roll call vote, to wit:

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAINING:**

the foregoing Resolution is hereby passed and adopted this 15th day of December 2022.

\_\_\_\_\_  
\_\_\_\_\_  
Board President

**ATTEST:**

**APPROVED AS TO FORM AND CONTENT:**

\_\_\_\_\_  
Kelly Dodds, General Manager

\_\_\_\_\_  
Douglas L. White, District General Counsel

**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 10.6**

**SUBJECT:** Tank inspection and coating repair contract with Advantage Technical Services. (Dodds)

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**SUGGESTED ACTION:** Approve RESOLUTION 2022-64 authorizing the General Manager to contract with Advantage Technical Services.

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**DISCUSSION:**

In 2009 the District constructed a .65 million gallon storage tank to replace the deteriorating in ground tank that was built in the 1940's. Since its construction the new tank has required minimal maintenance. However, there are large sections of the roof coating that is de-laminating and peeling as well as some interior areas that are beginning to rust.

The Board authorized the release of a RFP for the assessment of this tank and development of plans and specifications for the resulting repair work and project over-site. Due to the nature of the inspections and the technical experience and expertise required to perform an assessment of this type, this is not something that the District staff or District Engineer can undertake. A specialized contractor is required to ensure that all applicable water quality regulations are met and that our customers are protected from possible contaminates.

The District received one proposal from Advantage Technical Services Inc (ATS). The proposal was broken into seven phases, beginning with initial meetings and inspections and ending with the Construction over-site and inspections.

This phasing schedule and the associated proposed cost for each phase were discussed with ATS and it was agreed that the best direction for this project is to reassess the scope of the project after each phase to ensure that the project scope matches the actual needs based on the information gathered in previous phases.

Original proposed phase/ fees:

Phase 1 \$960 - Meetings and Coordination

Phase 2 \$11,360 - Research, Data Collection and Field Investigations

Phase 3 \$18,170 - Preliminary Design Report for Development of Construction Scope

Phase 4 \$22,695 - Final design, technical specifications and engineers estimate

Phase 5 \$3,025 - Bid phase support

Phase 6 \$10,600 - Engineering Support During Construction

Phase 7 Construction administration and observation - Cost to be determined after construction documentation is completed.

Miscellaneous consumables, materials, and travel charges \$850

At this time, the Board is being requested to approve the full proposal amount of \$67,660, with the understanding that the General Manager and District Engineer will be working with ATS to refine the scope and cost prior to each phase.

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**FISCAL IMPACT:**

Approval of RESOLUTION 2022-64 authorizes the General Manager to contract with Advantage

Technical Services Inc. in an amount not to exceed \$67,660 for the assessment of the .65 MG water tank and for the development of plans and specifications for the repair of that tank. It will also approve a budget adjustment in the same amount to the Water Budget Object 962 (0.65 MG Tank) and approve a transfer of water capital funds for the actual amount expended.

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PREPARED BY: Kelly Dodds

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**RESOLUTION NO. 2022-64**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING THE GENERAL  
MANAGER TO ENTER INTO A CONTRACT WITH ADVANTAGE TECHNICAL SERVICES  
INC. IN AN AMOUNT NOT TO EXCEED \$67,660 WITH CORRESPONDING BUDGET  
ADJUSTMENT AND TRANSFER.**

**WHEREAS,** The San Miguel Community Services District (“District”) operates the Water department, including water storage tanks within the community; and

**WHEREAS,** the District constructed a .65 million gallon welded steel tank in 2009 which requires the services of a specialized contractor to assess the degree of repairs necessary to ensure the protection of the community’s water storage and the longevity of the tank itself; and

**WHEREAS,** a Request for Proposals was circulated and Advantage Technical Services Inc was the only, but highly qualified bidder.

**NOW THEREFORE, BE IT RESOLVED,** the San Miguel Community Services District Board of Directors (“Board”) does hereby resolve, determine, and order as follows:

1. The Board authorizes the General Manager to enter into a contract with Advantage Technical Services Inc. in an amount not to exceed \$67,660.
2. The Board authorizes a FY 2022-23 Budget adjustment and fund transfer as follows:  
- Increase to Fund 50 -Expense Object 962 in the amount of \$67,660
3. The Board directs the Financial Officer to transfer up to a total of \$67,660 from Funds 50 capital funds to operational cash based on final cost of the project.

On the motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_ and on the following roll call vote, to wit:

**AYES:  
NOES:  
ABSENT:  
ABSTAINING:**

the foregoing Resolution is hereby passed and adopted this 15th day of December 2022.

\_\_\_\_\_  
Raynette Gregory, Board President

**ATTEST:**

**APPROVED AS TO FORM AND CONTENT:**

\_\_\_\_\_  
Kelly Dodds, General Manager

\_\_\_\_\_  
Douglas L. White, District General Counsel

**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 10.7**

**SUBJECT:** Funding agreement between the County of San Luis Obispo and San Miguel Community Service District. (Dodds)

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**SUGGESTED ACTION:** Adopt RESOLUTION 2022-70 approving a funding agreement between the County of San Luis Obispo and San Miguel Community Services District for implementation of the Recycled Water Supply Project under Grant Agreement No. 4600014639 between the California Department of Water Resources (“DWR”) and the County of San Luis Obispo and authorizing the General Manager to execute and administer the funding agreement

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**DISCUSSION:**  
See attached staff report.

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**FISCAL IMPACT:**

The Funding Agreement may provide up to \$1,000,000.00 in grant funds for completion and implementation of the Project in accordance with the terms, conditions, and restrictions stated in the Funding Agreement.

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PREPARED BY: Christina Pritchard

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## San Miguel Community Services District

### Board of Directors

### Staff Report

December 15, 2022

**SUBJECT: Discuss and adopt Resolution 2022-70 approving a funding agreement between the County of San Luis Obispo and San Miguel Community Services District for implementation of the Recycled Water Supply Project under Grant Agreement No. 4600014639 between the California Department of Water Resources (“DWR”) and the County of San Luis Obispo and authorizing the General Manager to execute and administer the funding agreement.**

---

#### **STAFF RECOMMENDATION:**

Adopt Resolution 2022-70 approving a funding agreement between the County of San Luis Obispo and San Miguel Community Services District for implementation of the Recycled Water Supply Project under Grant Agreement No. 4600014639 between the California Department of Water Resources (“DWR”) and the County of San Luis Obispo and authorizing the General Manager to execute and administer the funding agreement.

---

#### **BACKGROUND:**

On August 1, 2022, the County of San Luis Obispo (the “County”) and the California Department of Water Resources (“DWR”) entered into Grant Agreement Number 4600014639 (“Grant Agreement”), pursuant to which DWR will provide grant funding from the Budget Act of 2021 (Stats. 2021, ch. 240, § 80) to the County to assist in financing the implementation of Paso Robles Groundwater Sustainability Plan projects and management actions. One of the projects identified in the Grant Agreement is the San Miguel Community Services District Recycled Water Supply Project (“Project”), which is to be implemented by San Miguel Community Services District (“District”).

The Board of Directors of San Miguel Community Services District (the “Board”) had previously voted on January 27, 2022, to approve Resolution 2022-01, authorizing the County to file the application and execute the grant agreement with the DWR for Funding under the Sustainable

Groundwater Management Grant Program, as described above. The Board agreed to accept the grant funds if the application were approved and authorized the inclusion of the Project in the overall grant application.

To implement the Project the County requires that the District enter into a funding agreement which sets forth the terms and conditions under which the County will disburse to the District funds that the County receives from DWR for the Project pursuant to the Grant Agreement (the "Funding Agreement"). A complete copy of the Funding Agreement is attached to, and incorporated into, Resolution 2022-70.

### **THE FUNDING AGREEMENT:**

**The County's and District's Obligations:** The terms, conditions, and requirements of the Funding Agreement are based on DWR requirements and, accordingly, are not negotiable. As the grant administrator and fiscal agent for the grant, the County is responsible for disbursing the grant funds to the District for implementation of the Project subject to the terms and conditions set forth in the Funding Agreement. The District is responsible for performing all Project work as described in Exhibits to the Funding Agreement, including Exhibit A: Work Plan, Exhibit B: Budget, and Exhibit C: Schedule. The District must also take all actions and provide all information necessary for the County to satisfy its obligations under the Agreement and to act on behalf of the County in the fulfillment of the County's responsibilities where specified in the Grant Agreement.

To receive a disbursement from the County for the Project under the Funding Agreement, as detailed in Paragraph 6 of the Funding Agreement, the District must:

- a. Demonstrate compliance with all eligibility criteria set forth on Pages 7 through 13 of DWR's Sustainable Groundwater Management Grant Program 2021 Guidelines;
- b. Submit Quarterly Progress Reports, associated quarterly invoices, and all invoice backup documentation to the County no later than forty-five (45) days following the end of the calendar quarter and all other deliverables as required by Paragraph 16 (described below) and Exhibit A ("Work Plan") of the Funding Agreement;
- c. Submit all necessary CEQA documentation, including required plans, specifications, environmental permits for DWR review and approval as a Responsible Agency;
- d. Demonstrate compliance with requirements of the National Environmental Policy Act (NEPA), if applicable to the Project, by submitting copies of any environmental documents, including environmental impact statements, Finding of No Significant Impact, mitigation monitoring programs, and environmental permits as may be required prior to beginning construction/implementation;
- e. Submit a monitoring plan as required by Paragraph 18 of the Funding Agreement, "Project Monitoring Plan Requirements;" and

- f. Submit deliverables as specified in Paragraph 16 of the Funding Agreement and in Exhibit A to the Funding Agreement, which include progress reports, a project completion report, and a post-performance report after the first year of operation of the Project.

**Term:** The term of the Funding Agreement shall begin on the date it is executed by the County and the District, and it terminates three (3) years following the final payment from the DWR to the County, unless otherwise terminated or amended as provided in the Funding Agreement. However, all work on the Project must be completed by April 30, 2025, and no funds may be requested from State after June 30, 2025.

**Maximum Funds Available:** The maximum amount of funds available to the District under the Funding Agreement shall not exceed \$1,000,000.00.

**Reporting Requirements:** Under paragraph 16 of the Funding Agreement, the District is required to submit detailed reports, including (1) quarterly progress reports that provide a brief description of the work performed during the reporting period, milestones achieved, and problems encountered, if any; (2) updates, if any, to the Groundwater Sustainability Plan or Alternative, submitted in accordance with Sustainable Groundwater Management Act requirements; (3) a Project completion report due sixty (60) days before the completion; (4) a post-performance report for the Project to be submitted within sixty (60) days after the first operational year of the Project has ended; and (5) a Deliverable Due Date Schedule within thirty (30) days of execution of the Funding Agreement.

**Other Important Provisions:** The Funding Agreement also sets forth the procedures for disbursement of funds (paragraph 7), eligible project costs (paragraph 8), detailed requirements for invoices (paragraph 9), circumstances warranting withholding of disbursements and default provisions (paragraphs 10-11), continuing eligibility requirements for the District to receive funds (paragraph 12), permitting and labor compliance (paragraphs 13 and 15), requirements for operation and maintenance (paragraph 17), and Project Monitoring and Statewide Monitoring requirements (paragraphs 18-19).

**FISCAL IMPACT:**

The Funding Agreement may provide up to \$1,000,000.00 in grant funds for completion and implementation of the Project in accordance with the terms, conditions, and restrictions stated in the Funding Agreement. If the grant funds are not approved, the District will be required to pay for the Project with its own funds, which would delay the start of the Project and ultimately lead to issues with permitting and compliance with the treatment plant.

**RECOMMENDATION:**

Staff recommends that the Board of Directors approve Resolution 2022-70 adopting the Funding Agreement.

PREPARED BY:

Kelly Dodds

Director of Utilities

**RESOLUTION NO. 2022-70**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT APPROVING A FUNDING AGREEMENT BETWEEN THE COUNTY OF SAN LUIS OBISPO AND THE SAN MIGUEL COMMUNITY SERVICES DISTRICT FOR IMPLEMENTATION OF THE RECYCLED WATER SUPPLY PROJECT UNDER GRANT AGREEMENT NUMBER 4600014639 BETWEEN THE CALIFORNIA DEPARTMENT OF WATER RESOURCES AND THE COUNTY OF SAN LUIS OBISPO AND AUTHORIZING THE GENERAL MANAGER TO EXECUTE AND ADMINISTER THE FUNDING AGREEMENT**

**WHEREAS**, on August 1, 2022, the County of San Luis Obispo (the “County”) and the California Department of Water Resources (“DWR”) entered into Grant Agreement Number 4600014639 (“Grant Agreement”), pursuant to which DWR shall provide grant funding from the Budget Act of 2021 (Stats. 2021, ch. 240, § 80) to the County to assist in financing implementation of the Paso Robles Groundwater Sustainability Plan projects and management actions; and

**WHEREAS**, one of the projects identified in the Grant Agreement is the San Miguel Community Services District Recycled Water Supply Project (“Project”), which is to be implemented by San Miguel Community Services District (“District”); and

**WHEREAS**, the District’s Board of Directors (the “Board”) had previously voted on January 27, 2022, to approve Resolution 2022-01, authorizing the County to file the application and execute the Grant Agreement with DWR, and the Board authorized the inclusion of the Project in the application and agreed to accept the grant funds upon approval of the grant application; and

**WHEREAS**, the District Board of Directors (“Board”) now seeks to enter into a funding agreement with the County for the implementation of the Project (the “Funding Agreement”), which will set forth the terms and conditions under which the County will disburse to the District funds that the County receives from DWR for the Project pursuant to the Grant Agreement; and

**WHEREAS**, a full copy of the Funding Agreement is attached hereto as **Exhibit A** and incorporated herein as an attachment to this resolution.

**NOW THEREFORE, BE IT RESOLVED**, the San Miguel Community Services District Board does, hereby, resolve as follows:

1. The Board approves the Funding Agreement between the District and the County, attached as Exhibit A.
2. The Board authorizes the General Manager to take all necessary actions to execute and administer the Funding Agreement.

On the motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_ and \_\_\_\_\_ on the following roll call vote, to wit:

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAINING:**

The foregoing Resolution is hereby passed and adopted this 15<sup>th</sup> day of December, 2022.

---

TBD,  
President, Board of Directors

**ATTEST:**

---

Kelly Dodds, General Manager

**APPROVED AS TO FORM:**

---

Douglas L. White,  
District General Counsel

**EXHIBIT A**

**FUNDING AGREEMENT BETWEEN THE COUNTY OF SAN LUIS OBISPO**  
**AND**  
**THE SAN MIGUEL COMMUNITY SERVICES DISTRICT**  
**FOR IMPLEMENTATION OF THE SAN MIGUEL RECYCLED WATER SUPPLY PROJECT**  
**UNDER GRANT AGEEMENT NO. 4600014639**

This Funding Agreement is entered into by and between the County of San Luis Obispo, herein referred to as the "COUNTY," and the San Miguel Community Services District, herein referred to as "SMCSD," which parties do hereby agree as follows:

1. PURPOSE. On August 1, 2022, the COUNTY and the California Department of Water Resources (State) entered into Grant Agreement No. 4600014639, attached hereto as **Exhibit O** and incorporated herein by this reference (Grant Agreement). Pursuant to the Grant Agreement, the State shall provide funding (Grant) from the Budget Act of 2021 (Stats. 2021, ch. 240, § 80) to the COUNTY to assist in financing implementation of the Paso Robles Groundwater Sustainability Plan (GSP) Projects and Management Actions. One of the projects identified in the Grant Agreement is the San Miguel Community Services District Recycled Water Supply (Project), to be implemented by SMCSD. The purpose of this Funding Agreement is to set forth the terms and conditions under which the COUNTY will disburse funds provided by the State for the Project pursuant to the Grant Agreement to SMCSD.
2. GENERAL RESPONSIBILITIES. As the grant administrator and fiscal agent for the Grant, the COUNTY shall be responsible for disbursing the Grant funds to SMCSD for implementation of the Project subject to the terms and conditions set forth herein. SMCSD shall be responsible for faithfully and expeditiously performing or causing to be performed all Project work as described in **Exhibit A (Work Plan)** and in accordance with **Exhibit B (Budget)** and **Exhibit C (Schedule)**. SMCSD shall comply with all of the terms and conditions of this Funding Agreement and applicable California Public Resources Code (PRC) requirements. In addition, SMCSD acknowledges and agrees that this Funding Agreement is subject to the obligations and limitations imposed on the COUNTY and on implementing agencies by the Grant Agreement and all future amendments to the Grant Agreement and is intended to be in conformance and harmony with it. SMCSD further acknowledges that if the Grant Agreement is terminated by the State, the COUNTY shall have the right to terminate or amend this Funding Agreement by giving written notice. SMCSD hereby expressly agrees to the provisions of the Grant Agreement and to take all actions (and provide all information) necessary for the COUNTY to satisfy its obligations thereunder and to act on behalf of the COUNTY in the fulfillment of COUNTY responsibilities where specified in the Grant Agreement. SMCSD further agrees that the COUNTY has the right to enter into amendments to the Grant Agreement and shall not be restricted or impaired, in any way, by this Funding Agreement.
3. TERM OF FUNDING AGREEMENT. The term of this Funding Agreement begins on the date this Funding Agreement is executed by COUNTY, and terminates three (3) years following the final payment from the State to the COUNTY, unless otherwise terminated or amended as provided in this Funding Agreement. However, SMCSD acknowledges that all work shall be completed by APRIL 30, 2025 and no funds may be requested from State after JUNE 30, 2025.
4. AMOUNT OF FUNDS AVAILABLE. The maximum amount of funds available to SMCSD under this Funding Agreement shall not exceed \$1,000,000.
5. SMCSD COST SHARE. Not applicable.
6. BASIC CONDITIONS. COUNTY shall have no obligation to disburse money for the Project under this Funding Agreement until SMCSD has satisfied the following conditions (if applicable):
  - a) SMCSD must demonstrate compliance with all eligibility criteria set forth on Pages 7 through 13 of the Sustainable Groundwater Management (SGM) Grant Program 2021 Guidelines (2021 Guidelines).
  - b) For the term of this Funding Agreement, SMCSD shall submit Quarterly Progress Reports, associated quarterly invoices, and all invoice backup documentation to COUNTY no later than forty-five (45) days

following the end of the calendar quarter and all other deliverables as required by Paragraph 16, "Submission of Reports" and Exhibit A, "Work Plan" of this Funding Agreement.

- c) Prior to the commencement of construction or implementation activities, if applicable, SMCS D shall submit the following to the COUNTY (for submittal to the State):
- i. Final plans and specifications certified by a California Registered Civil Engineer (or equivalent registered professional as appropriate) to certify compliance for the Project as listed in Exhibit A, "Work Plan" of this Funding Agreement.
  - ii. Work that is subject to the California Environmental Quality Act (CEQA) process and/or environmental permitting shall not proceed under this Funding Agreement until the following actions are performed:
    - (a) SMCS D submits to the COUNTY all applicable environmental permits as indicated on the Environmental Information Form (EIF) and the COUNTY submits them to the State,
    - (b) Documents that satisfy the CEQA process are received by the COUNTY and State,
    - (c) The State has completed its CEQA compliance review as a Responsible Agency, and
    - (d) The COUNTY and SMCS D receive written concurrence from the State of SMCS D's CEQA document(s) and State notice of verification of environmental permit submittal.
  - iii. A monitoring plan as required by Paragraph 18, "Project Monitoring Plan Requirements."
- d) SMCS D shall submit deliverables as specified in Paragraph 16 of this Funding Agreement and in Exhibit A.

7. DISBURSEMENT OF FUNDS. Provided that SMCS D has satisfied the Basic Conditions set forth in Paragraph 6 (including obtaining the State's concurrence of its CEQA documents) and is otherwise in full compliance with the terms of this Funding Agreement as determined by COUNTY (including the requirement that SMCS D submit timely Quarterly Progress Reports), the COUNTY shall disburse to SMCS D any funds provided by the State to COUNTY specifically for the Project within four (4) weeks of receipt. Notwithstanding any other provision of this Funding Agreement, no disbursement shall be required at any time or in any manner which is in violation of, or in conflict with, federal or state laws, rules, or regulations, or which may require any rebates to the federal government, or any loss of tax-free status on state bonds, pursuant to any federal statute or regulation. Any and all money disbursed to SMCS D under this Funding Agreement and any and all interest earned by SMCS D on such money shall be used solely to pay Eligible Project Costs, as defined in Paragraph 8.
8. ELIGIBLE PROJECT COST. SMCS D shall apply any and all funds received only to Eligible Project Costs in accordance with applicable provisions of the law and Exhibit B. Eligible project costs include the reasonable costs of studies, engineering, design, land and easement acquisition, legal fees, preparation of environmental documentation, environmental mitigations, monitoring, and Project construction. Reasonable administrative expenses may be included as Total Project Costs and will depend on the complexity of the Project preparation, planning, coordination, construction, acquisitions, and

implementation. Reimbursable administrative expenses are the necessary costs incidentally but directly related to the Project including the portion of overhead and administrative expenses that are directly related to the Project in accordance with the standard accounting practices of SMCSD. Work performed on the Project after July 1, 2022 shall be eligible for reimbursement.

Costs that are not eligible for reimbursement with State funds include, but are not limited to the following items:

- a) Costs, other than those noted above, incurred prior to the award date of the Grant.
  - a) Operation and maintenance costs, including post construction performance and monitoring costs.
  - b) Purchase of equipment not an integral part of the Project.
  - c) Establishing a reserve fund.
  - d) Purchase of water supply.
  - e) Monitoring and assessment costs for efforts required after Project construction is complete.
  - f) Replacement of existing funding sources for ongoing programs.
  - g) Travel and per diem costs (per diem includes subsistence and other related costs).
  - h) Support of existing agency requirements and mandates (e.g., punitive regulatory agency requirement).
  - i) Purchase of land in excess of the minimum required acreage necessary to operate as an integral part of the Project, as set forth and detailed by engineering and feasibility studies.
  - j) Meals, food items, or refreshments.
  - k) Costs incurred as part of any necessary response and cleanup activities required under the Comprehensive Environmental Response, Compensation, and Liability Act; Resource Conservation and Recovery Act; Hazardous Substances Account Act; or other applicable law.
  - l) Overhead not directly related to Project costs, such as those costs that are incurred for a common or joint purpose benefiting more than one cost objective and are not readily assignable to the Project (i.e., costs that are not directly related to the Project). Examples of Indirect Costs include, but are not limited to: central service costs; general administration of SMCSD; non-Project-specific accounting and personnel services performed within SMCSD's organization; depreciation or use allowances on buildings and equipment; the costs of operating and maintaining non-Project-specific facilities; tuition and conference fees; forums, trainings, and seminars; and, generic overhead or markup. This prohibition applies to SMCSD and any subcontract or sub-agreement for work on the Project that will be reimbursed pursuant to this Funding Agreement.
9. METHOD OF PAYMENT. Invoices submitted by SMCSD shall include the following information:
- a) Costs incurred for work performed in implementing the Project during the period identified in the particular invoice.
  - b) Costs incurred for any interests in real property (land or easements) that have been necessarily acquired for the Project during the period identified in the particular invoice for the implementation of the Project.
  - c) Invoices shall be submitted to COUNTY on forms provided by State and shall meet the following format requirements:

- 1) Invoices must contain the date of the invoice, the time period covered by the invoice, and the total amount due.
- 2) Invoices must be itemized based on the categories (i.e., tasks) specified in Exhibit B, "Budget." The amount claimed for salaries/wages/consultant fees must include a calculation formula (i.e., hours or days worked times the hourly or daily rate = the total amount claimed).
- 3) Sufficient evidence (e.g., receipts, copies of checks, time sheets) as determined by the COUNTY and State must be provided for all costs included in the invoice.
- 4) Each invoice shall clearly delineate those costs claimed for reimbursement, as depicted in Paragraph 4.
- 5) The COUNTY will notify SMCSO, in a timely manner, if it receives notification from the State's Project Manager that the State has determined that a portion or portions of the costs claimed are not eligible costs or are not supported by documentation or receipts acceptable to State. SMCSO may, within fifteen (15) calendar days of the date of receipt of such notice, submit additional documentation to COUNTY (for submittal to the State) to cure such deficiency(ies). If SMCSO fails to submit adequate documentation curing the deficiency(ies), SMCSO acknowledges that State will adjust the pending invoice by the amount of ineligible or unapproved costs. Payment will be made no more frequently than monthly, in arrears, upon receipt of the invoice.

All invoices submitted shall be accurate and signed under penalty of law. Any and all costs submitted pursuant to this Funding Agreement shall only be for the tasks set forth herein. SMCSO shall not submit any invoice containing costs that are ineligible or have been reimbursed from other funding sources unless required and specifically noted as such (i.e., match costs/cost share). Any eligible costs for which SMCSO is seeking reimbursement shall not be reimbursed from any other source. Double or multiple billing for time, services, or any other eligible cost is illegal and constitutes fraud. Any suspected occurrences of fraud, forgery, embezzlement, theft or any other misuse of public funds may result in suspension of disbursements of Grant funds and/or termination of this Funding Agreement requiring the repayment of all funds. Additionally, the State may request an audit pursuant to Paragraph D.5 and refer the matter to the Attorney General's Office or the appropriate district attorney's office for criminal prosecution or the imposition of civil liability. (Civ. Code, §§ 1572-1573; Pen. Code, §§ 470, 487-489.)

10. WITHHOLDING OF DISBURSEMENTS BY STATE OR COUNTY. If State or COUNTY determines that the Project is not being implemented in accordance with the provisions of the Grant Agreement or this Funding Agreement, or that SMCSO has failed in any other respect to comply with the provisions of the Grant Agreement or this Funding Agreement, and if SMCSO does not remedy any such failure to State's or COUNTY's satisfaction, State or COUNTY may withhold from SMCSO all or any portion of the State funding and take any other action that they deem necessary to protect their interests. Where a portion of the State funding has been disbursed to SMCSO and COUNTY notifies SMCSO of its or the State's decision not to release funds that have been withheld pursuant to Paragraph 11, the portion that has been disbursed shall thereafter be repaid immediately with interest at the California general obligation bond interest rate at the time the COUNTY notifies SMCSO, as directed by State. State or COUNTY may consider SMCSO's refusal to repay the requested disbursed amount a contract breach subject to the default provisions in Paragraph 11, "Default Provisions." If COUNTY notifies SMCSO of its or the State's decision to withhold the entire funding amount from SMCSO in accordance with this paragraph, this Funding Agreement shall terminate upon receipt of such notice by SMCSO and the COUNTY shall no longer be required to provide funds under this Funding Agreement and the Funding Agreement shall no longer be binding on either party.

11. DEFAULT PROVISIONS. SMCSO will be in default under this Funding Agreement if any of the following occur:

- a) Substantial breaches of this Funding Agreement, or any supplement or amendment to it, or any other agreement between SMCSO and COUNTY evidencing or securing SMCSO's obligations.

- b) Making any false warranty, representation, or statement with respect to this Funding Agreement or the application filed to obtain the Grant.
- c) Failure to operate or maintain the Project in accordance with this Funding Agreement.
- d) Failure to make any remittance required by this Funding Agreement.
- e) Failure to comply with Labor Compliance Program requirements (Paragraph 15).
- f) Failure to submit timely progress reports.
- g) Failure to routinely submit invoices.
- h) Failure to meet any of the requirements set forth in Paragraph 12, "Continuing Eligibility."

Should an event of default occur, State or COUNTY may do any of the following if SMCSD fails to cure the default within the time prescribed by State or COUNTY:

- i. Declare the disbursed funds be immediately repaid, with interest, which shall be equal to State of California general obligation bond interest rate in effect at the time of the default.
- ii. Terminate any obligation to make future payments to SMCSD.
- iii. Terminate the Funding Agreement.
- iv. Take any other action that they deem necessary to protect their interests.

In the event State or COUNTY finds it necessary to enforce this provision of this Funding Agreement in the manner provided by law, SMCSD agrees to pay all costs incurred by State or COUNTY including, but not limited to, reasonable attorneys' fees, legal expenses, and costs.

12. CONTINUING ELIGIBILITY. SMCSD must meet the following ongoing requirement(s) and all eligibility criteria outlined in the 2021 Guidelines to remain eligible to receive State funds:

- a) SMCSD must continue to demonstrate eligibility and the groundwater basin must continue to be an eligible basin as outlined in the 2021 Guidelines and 2021 PSP.
- b) SMCSD must adhere to the protocols developed pursuant to The Open and Transparent Water Data Act (Wat. Code, § 12406) for data sharing, transparency, documentation, and quality control.
- c) If SMCSD diverts surface water, SMCSD must maintain compliance with diversion reporting requirements as outlined in Water Code section 5100 et seq.
- d) If applicable, maintain compliance with the Urban Water Management Planning Act (Wat. Code, §§ 10610 et seq.).
- e) If applicable, maintain compliance with Sustainable Water Use and Demand Reduction requirements outlined in Water Code sections 10608 et seq.
- f) On March 4, 2022, the Governor issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. The EO may be found at: <https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf>. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under State law. The EO directs State to terminate funding agreements with, and to refrain from entering any new agreements with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine that SMCSD is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of Grant funding for the Project and

termination of this Funding Agreement by COUNTY. The COUNTY will forward any such notice of termination to SMCS D and SMCS D can respond consistent with the Grant Agreement. SMCS D acknowledges that termination of funding (and consequent termination of this Funding Agreement by COUNTY) shall be at the sole discretion of the State.

13. PERMITS, LICENSES, APPROVALS, AND LEGAL OBLIGATIONS. SMCS D shall be responsible for obtaining any and all permits, licenses, and approvals required for performing any work under this Funding Agreement, including those necessary to perform design, construction, or operation and maintenance of the Project. SMCS D shall be responsible for observing and complying with any applicable federal, state, and local laws, rules or regulations affecting any such work, specifically those including, but not limited to, environmental, procurement, and safety laws, rules, regulations, and ordinances. SMCS D shall provide copies of permits and approvals to COUNTY for submittal to State.
14. RELATIONSHIP OF PARTIES. SMCS D is solely responsible for design, construction, and operation and maintenance of the Project. Review or approval of plans, specifications, bid documents, or other construction documents by State or COUNTY is solely for the purpose of proper administration of funds by State and COUNTY and shall not be deemed to relieve or restrict responsibilities of SMCS D under this Funding Agreement.
15. LABOR COMPLIANCE. SMCS D agrees to comply with all applicable California Labor Code requirements and Standard Condition D.26 in Exhibit D. SMCS D must, independently or through a third party, adopt and enforce a Department of Industrial Relations-certified Labor Compliance Program (LCP) meeting the requirements of Labor Code section 1771.5 for projects funded by:
  - a) Proposition 84 (Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006; PRC sections 75075 et seq.) or
  - b) Any other funding source requiring an LCP.

At the request of State or COUNTY, SMCS D must promptly submit written evidence of SMCS D's compliance with the LCP requirements.

16. SUBMISSION OF REPORTS. The submittal and approval of all reports is a requirement for the successful completion of this Funding Agreement. Reports shall meet generally accepted professional standards for technical reporting and shall be proofread for content, numerical accuracy, spelling, and grammar prior to submittal to COUNTY. All reports shall be submitted to COUNTY. If requested, SMCS D shall promptly provide any additional information deemed necessary by State or COUNTY for the approval of reports. Reports shall be presented in the formats described in the applicable portion of Exhibit F, "Report Formats and Requirements." The timely submittal of reports is a requirement for initial and continued disbursement of State funds. Submittal and subsequent approval by COUNTY and State, of a Project Completion Report is a requirement for the release of any funds retained for the Project.
  - a) Quarterly Progress Reports: SMCS D shall submit Quarterly Progress Reports to meet the State and COUNTY's requirement for disbursement of funds. The progress reports shall be sent via e-mail to COUNTY for upload into GRanTS. The progress reports shall provide a brief description of the work performed during the reporting period, including: SMCS D's activities, milestones achieved, any accomplishments, and any problems encountered in the performance of the work under this Funding Agreement.
  - b) Groundwater Sustainability Plan or Alternative: SMCS D shall ensure that any updates to the GSP or Alternative shall be formatted, drafted, prepared, and completed as required by the GSP Regulations, and in accordance with any other regulations or requirements that are stipulated through the Sustainable Groundwater Management Act (SGMA).
  - c) Project Completion Report: SMCS D shall prepare and submit to COUNTY a Project Completion Report for the Project. SMCS D shall submit a Project Completion Report within sixty (60) calendar days of

Project completion. Project Completion Report shall include, in part, a description of actual work done, any changes or amendments to the Project, and a final schedule showing actual progress versus planned progress, copies of any final documents or reports generated or utilized during the Project. The Project Completion Report shall also include, if applicable, certification of final project by a California Registered Professional (Civil Engineer or Geologist, as appropriate), consistent with Standard Condition D.18 in Exhibit D. A State "Certification of Project Completion" form will be provided by the State.

- d) Post-Performance Reports: SMCSO shall submit a Post-Performance Report for the Project. The Post-Performance Reports shall be submitted to COUNTY within sixty (60) calendar days after the first operational year of the Project has elapsed. This record keeping and reporting process shall be repeated annually for a total of three (3) years after the completed Project begins operation.
- e) Deliverable Due Date Schedule: SMCSO shall submit a Deliverable Due Date Schedule within 30 days of the execution date of the Funding Agreement. No invoices will be reviewed or processed until the Deliverable Due Date Schedule has been received by the COUNTY. Any edits to the schedule must be approved by the COUNTY.

17. OPERATION AND MAINTENANCE OF PROJECT. For the useful life of the Project and in consideration of the funds made available by State, SMCSO agrees to ensure or cause to be performed the commencement and continued operation of the Project, and shall ensure or cause the Project to be operated in an efficient and economical manner; shall ensure all repairs, renewals, and replacements necessary to the efficient operation of the same are provided; and shall ensure or cause the same to be maintained in as good and efficient condition as upon its construction, ordinary and reasonable wear and depreciation excepted. Neither the State nor the COUNTY shall be liable for any cost of such maintenance, management, or operation. SMCSO or its successors may, with the written approval of State and COUNTY, transfer this responsibility to use, manage, and maintain the property. For purposes of this Funding Agreement, "useful life" means the period during which an asset, property, or activity is expected to be usable for the purpose it was acquired or implemented; "operation costs" include direct costs incurred for material and labor needed for operations, utilities, insurance, and similar expenses, and "maintenance costs" include ordinary repairs and replacements of a recurring nature necessary for capital assets and basic structures and the expenditure of funds necessary to replace or reconstruct capital assets or basic structures. Refusal of SMCSO to ensure operation and maintenance of the Project in accordance with this provision may, at the option of State or COUNTY, be considered a breach of the Grant Agreement or this Funding Agreement and may be treated as default under Paragraph 11, "Default Provisions."

18. PROJECT MONITORING PLAN REQUIREMENTS. As required in Exhibit A, "Work Plan," SMCSO shall develop and submit to COUNTY (for submittal to State) a Project Monitoring Plan that incorporates the Post Performance Monitoring Report requirements as defined and listed in Exhibit J, "Monitoring and Maintenance Plan Components." The SGM Grant Program has developed post-construction monitoring methodologies that shall be used for the Post Performance Reporting.

19. STATEWIDE MONITORING REQUIREMENTS. SMCSO shall ensure that the Project is consistent with the Groundwater Quality Monitoring Act of 2001 (Wat. Code, §§ 10780 et seq.) and, where applicable, that the Project, if it affects water quality, shall include a monitoring component that allows the integration of data into statewide monitoring efforts, including, where applicable, the Surface Water Ambient Monitoring Program carried out by the State Water Resources Control Board. See Exhibit G, "Requirements for Data Submittal" for web links and information regarding other monitoring and data reporting requirements.

20. NOTIFICATION OF COUNTY. SMCSO shall promptly notify COUNTY, in writing, of the following items:

- a) Events or proposed changes that could affect the scope, budget, or work performed under this Funding Agreement. SMCSO agrees that no substantial change in the scope of the Project will be undertaken until written notice of the proposed change has been provided to COUNTY and State and State has given written approval for such change. Substantial changes generally include changes to the work plan, schedule or term, and budget.

- b) Any public or media event publicizing the accomplishments and/or results of this Funding Agreement and provide the opportunity for attendance and participation by State's representatives. SMCS D shall make notification to COUNTY at least 20 calendar days prior to the event such that COUNTY can provide notification to State.
- c) Discovery of any potential archaeological or historical resource. Should a potential archaeological or historical resource be discovered during construction, SMCS D agrees that all work in the area of the find will cease until a qualified archaeologist has evaluated the situation and made recommendations regarding preservation of the resource, and the State has determined what actions should be taken to protect and preserve the resource. SMCS D agrees to implement appropriate actions as directed by the COUNTY and the State.
- d) The initiation of any litigation or the threat of litigation against SMCS D regarding the Project or that may affect the Project in any way.
- e) Final inspection of the completed work on the Project by a California Registered Professional (Civil Engineer or Geologist, as appropriate), in accordance with Standard Condition D.18 in Exhibit D. SMCS D shall notify the COUNTY of the inspection date at least 20 calendar days prior to the inspection such that COUNTY can provide notification to State and both COUNTY and State have the opportunity to participate in the inspection.

21. NOTICES. Any notice, demand, request, consent, or approval that either party desires or is required to give to the other party or to the State under this Funding Agreement shall be in writing. Notices may be transmitted by any of the following means:

- a) By delivery in person.
- b) By certified U.S. mail, return receipt requested, postage prepaid.
- c) By "overnight" delivery service; provided that next-business-day delivery is requested by the sender.
- d) By electronic means.

Notices delivered in person will be deemed effective immediately on receipt (or refusal of delivery or receipt). Notices sent by certified mail will be deemed effective given ten (10) calendar days after the date deposited with the U. S. Postal Service. Notices sent by overnight delivery service will be deemed effective one business day after the date deposited with the delivery service. Notices sent electronically will be effective on the date of transmission, which is documented in writing. Notices shall be sent to the below addresses. Either party may, by written notice to the other, designate a different address that shall be substituted for the one below. COUNTY will notify SMCS D if it receives a change of designation from the State.

22. PERFORMANCE EVALUATION. Upon completion of this Funding Agreement, SMCS D's performance will be evaluated by the COUNTY and State and a copy of the evaluations will be placed in the State and COUNTY files and copies will be sent to SMCS D.

23. PROJECT REPRESENTATIVES. The Project Representatives during the term of this Grant Agreement are as follows:

Department of Water Resources  
Arthur Hinojosa  
Manager, Division of Regional Assistance  
P.O. Box 942836  
Sacramento CA 94236-0001  
Phone: (916) 902-6731  
e-mail: Arthur.Hinojosa@water.ca.gov

County of San Luis Obispo  
Blaine T. Reely  
Director of Groundwater Sustainability  
County of San Luis Obispo  
1055 Monterey Street, Ste D430  
San Luis Obispo, CA 93408  
Phone: (805) 781-4206

e-mail: breely@co.slo.ca.us

San Miguel Community Services District  
Kelly Dodds  
General Manager  
Po Box 180  
San Miguel, CA 93451  
Phone: 805-467-3388 x102  
e-mail: Kelly.dodds@sanmiguelcsd.org

Direct all inquiries to the Project Manager:

Department of Water Resources

Christopher Martinez  
Engineering Geologist  
P.O. Box 942836  
Sacramento, CA 94236-001  
Phone: (916) 902-7015  
e-mail: christopher.martinez@water.ca.gov

County of San Luis Obispo

Blaine T. Reely  
Director of Groundwater Sustainability  
County of San Luis Obispo  
1055 Monterey Street, Ste D430  
San Luis Obispo, CA 93408  
Phone: (805) 781-4206  
e-mail: breely@co.slo.ca.us

San Miguel Community Services District  
Kelly Dodds  
General Manager  
Po Box 180  
San Miguel CA 93451  
Phone: 805-467-3388 x102  
e-mail: Kelly.dodds@sanmiguelcsd.org

Either party may change its Project Representative or Project Manager upon written notice to the other party.

24. STANDARD PROVISIONS. This Funding Agreement is complete and is the final Agreement between the parties. The following Exhibits are attached and made a part of this Funding Agreement by this reference:

Exhibit A – Work Plan

Exhibit B – Budget

Exhibit C – Schedule

Exhibit D – Standard Conditions

Exhibit E – Authorizing Resolution

Exhibit F – Report Formats and Requirements

Exhibit G – Requirements for Statewide Monitoring and Data Submittal

Exhibit H – State Audit Document Requirements and Funding Match Guidelines for Grantees

Exhibit I – Project Location

Exhibit J – Project Monitoring and Maintenance Plan Guidance

Exhibit K – Local Project Sponsors

Exhibit L – Appraisal Specifications

Exhibit M – Information Needed for Escrow Processing and Closure

Exhibit N – Invoice Guidance for Administrative and Overhead Charges  
Exhibit O – Grant Agreement

IN WITNESS WHEREOF, the parties hereto have executed this Funding Agreement.

<p><b>COUNTY OF SAN LUIS OBISPO</b></p>  <p>By: _____</p> <p>Blaine Reely, Director of Groundwater Sustainability</p>  <p>Date: _____, 20____</p>	<p><b>SAN MIGUEL COMMUNITY SERVICES DISTRICT</b></p>  <p>By: _____</p> <p>Kelly Dodds, General Manager</p>  <p>Date: _____, 20____</p>
<p><b>APPROVED AS TO FORM AND LEGAL EFFECT:</b></p> <p>RITA L. NEAL</p> <p>County Counsel</p> <p>By: _____</p> <p>Deputy County Counsel</p> <p>Date: _____, 20____</p>	<p><b>APPROVED AS TO FORM AND LEGAL EFFECT:</b></p> <p>DOUGLAS L. WHITE</p> <p>WhiteBrenner LLP.</p> <p>By: _____</p> <p>District General Counsel</p> <p>Date: _____, 20____</p>



**EXHIBIT A**  
**WORK PLAN**

**PROJECT TITLE: San Miguel Community Services District Recycled Water Supply**

**Implementing Agency:** SMCSO

**Project Description:** SMCSO will provide between 200 and 450 acre-feet per year (AFY) of recycled water supplies by building necessary infrastructure to convey the treated effluent supply from the San Miguel Wastewater Treatment Plant (WWTP) to various vineyards to be used for agriculture irrigation in lieu of groundwater extraction. Project activities will include construction of the conveyance and ancillary infrastructure required to convey the treated effluent from the WWTP to the vineyards, as well as construction of a new recycled water pumping station, pipeline, and turn-out infrastructure.

**CATEGORY (a): PROJECT ADMINISTRATION**

Prepare reports detailing Project work completed during reporting period as outlined in Exhibit F, "Report Formats and Requirements" of the Grant Agreement and this Funding Agreement, for inclusion in Quarterly Progress Reports. Quarterly Progress Reports will include sufficient information for the State Grant Manager to understand and review backup documentation submitted with invoices. Quarterly invoices will accompany the Quarterly Progress Reports. Collect and organize backup documentation by Project budget category and task and prepare a summary Excel document detailing contents of the backup documentation organized by task.

Prepare the Project Completion Report and submit to the COUNTY, for submittal to the State Grant Manager for comment and review, 60 days before the end date for Project as outlined in Exhibit C. The State's Grant Manager will review the Project Completion Report and provide comments and edits within 30 days of receipt, when possible. Prepare a Final Project Completion Report addressing the COUNTY's and the State Grant Manager's comments within 15 days before the Project end date outlined in Exhibit C. The report shall be prepared and presented in accordance with the provisions of Exhibit F, "Report Formats and Requirements" and approved by the COUNTY within 15 days after the end date. All deliverables listed within the Work Plan shall be submitted with the Final Project Completion Report unless a new deliverable due date was approved by the COUNTY.

**Deliverables:**

- Project reporting to be included in Quarterly Progress Reports and Invoices
- Draft and Final Project Completion Reports

**CATEGORY (b): ENVIRONMENTAL/ENGINEERING/DESIGN**

**Task 1: Design Plans and Specifications**

Submit all required permits and CEQA document(s) to the COUNTY, for submittal to the State, for review and concurrence prior to beginning construction activities. Complete the final (100%) design plans and specifications and submit them to the COUNTY for review and concurrence prior to advertising Project for bids.

Construction may not begin and no costs for Category (c), Task 3 may be incurred until the State has reviewed the CEQA document(s), completed its CEQA responsible agency obligations and given its environmental clearance in accordance with Paragraph 6 and Standard Condition D.8 of this Funding Agreement. Any costs incurred for Category (c), Task 3 prior to the State completing its responsible agency obligations shall not be reimbursed and any such amounts shall be deducted from the total amount disbursed in Paragraph 4.

**Deliverables:**

- All required permits
- CEQA documentation
- 100% design plans and specifications

**CATEGORY (c): IMPLEMENTATION/CONSTRUCTION**

**Task 2: Contract Services and Construction Administration**

Develop all necessary pre-bid and bid documents to secure a contractor and award the contract. Submit the Notice to Proceed. Observe construction activities for the duration of Project. Photo-document pre-, during, and post-construction activities and develop construction diary. Prepare any change orders and provide summaries of the change orders in the associated quarterly Progress Reports. Review and submit the record drawings to the COUNTY, for submittal to the State.

**Deliverables:**

- Proof of bid advertisement
- City Council resolution authorizing construction contract
- Notice to Proceed
- Summary of any change orders in associated quarterly Progress Report(s)
- Bid document(s)

**Task 3: Construction**

Construct Project per the final design plan and specifications and as outlined in the awarded contract. Conduct an inspection of the completed Project by a licensed professional and submit a Certification of Completion letter from the licensed professional to ensure that the Project was constructed per the 100% design plans and specifications and that Project will provide the benefits claimed.

Prepare draft Final Project Completion Report and submit to COUNTY for submittal to State no later than 60 days after project completion. Prepare Final Report addressing COUNTY/ State's comments. The report shall be prepared and presented in accordance with the provision of Exhibit G.

**Deliverables:**

- Certification of Completion letter(s)
- As-built drawings
- Photo-documentation of pre-, during, and post-construction activities included in the associated quarterly Progress Reports
- Site inspection letter or report, if applicable
- Draft and Final Project Completion Report

**EXHIBIT B**

**BUDGET**

All work in the scope is part of the Funding Agreement and must be completed prior to the payment of retention; however, only costs and supporting documentation for the Grant Amount will be reviewed by the State.

<b>Project – San Miguel Community Services District Recycled Water Supply</b>				
<b>Budget Category</b>		<b>Grant Amount</b>	<b>Additional Cost Share</b>	<b>Total Cost</b>
(a)	Project Administration	\$10,000	\$0	\$0
(b)	Environmental/Engineering/Design	\$120,000	\$0	\$0
(c)	Implementation/Construction	\$870,000	\$0	\$0
(d)	Engagement/Outreach	\$0	\$0	\$0
<b>TOTAL</b>		<b>\$1,000,000</b>	<b>\$0</b>	<b>\$1,000,000</b>

**EXHIBIT C**  
**SCHEDULE**

<b>Project – San Miguel Community Services District Recycled Water Supply</b>		
<b>Category</b>	<b>Start Date</b>	<b>End Date<sup>1</sup></b>
(a) Project Administration		4/30/2025
(b) Environmental/Engineering/Design		8/1/2023
(c) Implementation/Construction		8/1/2024
(d) Engagement/Outreach		N/A
<b>Project Completion</b>		<b>4/30/2025</b>

<sup>1</sup> Exhibit C Schedule only dictates the work start date and the work end date for the Budget Category listed. SMCS D must adhere to the Deliverable Due Date Schedule that has been approved by the COUNTY. The dates listed in Exhibit C Schedule are date ranges that correlate to the Deliverable Due Date Schedule. Eligible costs for each line item will only be approved if the work completed falls within the date ranges listed in Exhibit C.

**EXHIBIT D**

**STANDARD CONDITIONS**

**D.1) ACCOUNTING AND DEPOSIT OF FUNDING DISBURSEMENT:**

- a) Separate Accounting of Funding Disbursements and Interest Records: SMCS D shall account for the money disbursed pursuant to this Funding Agreement separately from all other SMCS D funds. SMCS D shall maintain audit and accounting procedures that are in accordance with generally accepted accounting principles and practices, consistently applied. SMCS D shall keep complete and accurate records of all receipts, disbursements, and interest earned on expenditures of such funds. SMCS D shall require its contractors or subcontractors to maintain books, records, and other documents pertinent to their work in accordance with generally accepted accounting principles and practices. Records are subject to inspection by State and COUNTY at any and all reasonable times.
- b) Disposition of Money Disbursed: All money disbursed pursuant to this Funding Agreement shall be deposited, administered, and accounted for pursuant to the provisions of applicable law.
- c) Remittance of Unexpended Funds: SMCS D shall remit to COUNTY any unexpended funds that were disbursed to SMCS D under this Funding Agreement and were not used to pay Eligible Project Costs within a period of forty-five (45) calendar days from the final disbursement from COUNTY to SMCS D of funds or, within fifteen (15) calendar days of the expiration of the Grant Agreement, whichever comes first.

**D.2) ACKNOWLEDGEMENT OF CREDIT:** SMCS D shall include appropriate acknowledgement of credit to the State and COUNTY for their support when promoting the Project or using any data and/or information developed under this Funding Agreement. Signage shall be posted in a prominent location at Project site(s) (if applicable) or at SMCS D's headquarters and shall include the Department of Water Resources color logo and the following disclosure statement: "Funding for this project has been provided in full or in part from the Budget Act of 2021 and through an agreement with the State Department of Water Resources." SMCS D shall also include in each of its contracts for work under this Funding Agreement a provision that incorporates the requirements stated within this paragraph.

**D.3) AMENDMENT:** This Funding Agreement may be amended at any time by mutual agreement of the Parties, except insofar as any proposed amendments are in any way contrary to applicable law or to the Grant Agreement. Requests by SMCS D for amendments must be in writing stating the amendment request and the reason for the request. Requests solely for a time extension must be submitted at least 120 days prior to the work completion date set forth in Paragraph 2, "Term of Grant Agreement." Any other request for an amendment must be submitted at least 200 days prior to the work completion date set forth in Paragraph 2, "Term of Grant Agreement." COUNTY shall have no obligation to agree to an amendment.

**D.4) AMERICANS WITH DISABILITIES ACT:** By signing this Funding Agreement, SMCS D assures COUNTY that it complies with the Americans with Disabilities Act (ADA) of 1990, (42 U.S.C., 12101 et seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA.

**D.5) AUDITS:** SMCS D acknowledges that the State and COUNTY have the right to conduct an audit at any time between the execution of this Funding Agreement and the completion of the Project, with the costs of such audit borne by State or COUNTY. After completion of the Project, State and COUNTY may require SMCS D to conduct a final audit to State's specifications, at SMCS D's expense, such audit to be conducted by and a report prepared by an independent Certified Public Accountant. Failure or refusal by SMCS D to comply with this provision shall be considered a breach of this Funding Agreement, and

State and COUNTY may elect to pursue any remedies provided in Paragraph 11, "Default Provisions," or take any other action they deem necessary to protect their interests.

Pursuant to Government Code Section 8546.7, SMCS D shall be subject to the examination and audit by the State for a period of three (3) years after final payment under the Grant Agreement with respect to all matters connected with this Funding Agreement, including but not limited to, the cost of administering this Funding Agreement. All records of SMCS D or its contractors or subcontractors shall be preserved for this purpose for at least three (3) years after Project completion or final billing, whichever comes later.

- D.6) BUDGET CONTINGENCY:** If the Budget Act of the current year covered under the Grant Agreement does not appropriate sufficient funds for this program, this Funding Agreement shall be of no force and effect. This provision shall be construed as a condition precedent to the obligation of COUNTY to make any payments under this Funding Agreement. In this event, COUNTY shall have no liability to pay any funds whatsoever to SMCS D or to furnish any other consideration under this Funding Agreement and COUNTY shall not be obligated to perform any provisions of this Funding Agreement. Nothing in this Funding Agreement shall be construed to provide SMCS D with a right of priority for payment over any other implementing agency. If funding for any fiscal year after the current year covered by the Grant Agreement is reduced or deleted by the Budget Act for purposes of this program, COUNTY shall have the option to either cancel this Funding Agreement with no liability occurring to COUNTY, or offer a Funding Agreement amendment to SMCS D to reflect the reduced amount (if State offers a Grant Agreement amendment to COUNTY).
- D.7) CALIFORNIA CONSERVATION CORPS:** SMCS D may use the services of the California Conservation Corps or other community conservation corps as defined in Public Resources Code section 14507.5 to accomplish the habitat restoration, enhancement and protection activities.
- D.8) CEQA:** Activities funded under this Funding Agreement, regardless of funding source, must be in compliance with the California Environmental Quality Act (CEQA) (Public Resources Code § 21000 et seq.). Any work that is subject to CEQA and funded under this Funding Agreement shall not proceed until documents that satisfy the CEQA process are received by the State Grant Manager and the State has completed its CEQA compliance. Work funded under this Agreement that is subject to a CEQA document shall not proceed until and unless approved by the Department of Water Resources. Such approval is fully discretionary and shall constitute a condition precedent to any work for which it is required. If CEQA compliance by SMCS D was not complete at the time the State signed the Grant Agreement, once the State has considered the environmental documents, it may decide to require changes, alterations, or other mitigation to the Project; or to not fund the Project. Should the State decide to not fund the Project, this Funding Agreement shall be terminated in accordance with Paragraph 11, "Default Provisions."
- D.9) CHILD SUPPORT COMPLIANCE ACT:** SMCS D acknowledges in accordance with Public Contract Code 7110, that:
- a) SMCS D recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and
  - b) SMCS D, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.
- D.10) CLAIMS DISPUTE:** Any claim that SMCS D may have regarding performance of this Funding Agreement including, but not limited to, claims for additional compensation or extension of time, shall be submitted to the COUNTY, within fifteen (15) days of SMCS D's knowledge of the claim. COUNTY (and State where

applicable) and SMCS D shall then attempt to negotiate a resolution of such claim and process an amendment to this Funding Agreement to implement the terms of any such resolution.

- D.11) COMPETITIVE BIDDING AND PROCUREMENTS:** SMCS D's contracts with other entities for the acquisition of goods and services and construction of public works with funds provided under this Funding Agreement must be in writing and shall comply with all applicable laws and regulations regarding the securing of competitive bids and undertaking competitive negotiations. If SMCS D does not have a written policy to award contracts through a competitive bidding or sole source process, the State's Department of General Services' *State Contracting Manual* rules must be followed and are available at: <https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/State-Contracting>.
- D.12) COMPUTER SOFTWARE:** SMCS D certifies that it has appropriate systems and controls in place to ensure that state funds will not be used in the performance of this Funding Agreement for the acquisition, operation, or maintenance of computer software in violation of copyright laws.
- D.13) CONFLICT OF INTEREST:** As set forth in the Grant Agreement, all participants, including SMCS D, are subject to State and Federal conflict of interest laws. Failure to comply with these laws, including business and financial disclosure provisions, will result in the Grant application being rejected and any subsequent contract, including the Grant Agreement, being declared void. Other legal action may also be taken. Applicable statutes include, but are not limited to, Government Code, Section 1090 and Public Contract Code, Sections 10410 and 10411, for State conflict of interest requirements.
- a) Current State Employees: No State officer or employee shall engage in any employment, activity, or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any State agency, unless the employment, activity, or enterprise is required as a condition of regular State employment. No State officer or employee shall contract on his or her own behalf as an independent contractor with any State agency to provide goods or services.
  - b) Former State Employees: For the two-year period from the date he or she left State employment, no former State officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the contract while employed in any capacity by any State agency. For the twelve-month period from the date he or she left State employment, no former State officer or employee may enter into a contract with any State agency if he or she was employed by that State agency in a policy-making position in the same general subject area as the proposed contract within the twelve-month period prior to his or her leaving State service.
  - c) Employees of SMCS D: Employees of SMCS D shall comply with all applicable provisions of law pertaining to conflicts of interest, including but not limited to any applicable conflict of interest provisions of the California Political Reform Act, Cal. Gov't Code § 87100 et seq.
  - d) Employees and Consultants to SMCS D: Individuals working on behalf of SMCS D may be required by the COUNTY or State to file a Statement of Economic Interests (Fair Political Practices Commission Form 700) if it is determined that an individual is a consultant for Political Reform Act purposes.
- D.14) DELIVERY OF INFORMATION, REPORTS, AND DATA:** SMCS D agrees to expeditiously provide throughout the term of this Funding Agreement, such reports, data, information, and certifications as may be reasonably required by State or the COUNTY.
- D.15) DISPOSITION OF EQUIPMENT:** SMCS D shall provide to COUNTY, not less than 45 calendar days prior to submission of the final invoice, an itemized inventory of equipment purchased with State funds. The inventory shall include all items with a current estimated fair market value of more than \$5,000.00 per item. Within 60 calendar days of receipt of such inventory the State shall provide the COUNTY with a list

of the items on the inventory that the State will take title to. All other items shall become the property of SMCS D.

- D.16) DRUG-FREE WORKPLACE CERTIFICATION:** Certification of Compliance: By signing this Funding Agreement, SMCS D, its contractors or subcontractors hereby certify, under penalty of perjury under the laws of State of California, compliance with the requirements of the Drug-Free Workplace Act of 1990 (Government Code 8350 *et seq.*) and have or will provide a drug-free workplace by taking the following actions:
- a) Publish a statement notifying employees, contractors, and subcontractors that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees, contractors, or subcontractors for violations, as required by Government Code Section 8355(a)(1).
  - b) Establish a Drug-Free Awareness Program, as required by Government Code Section 8355(a)(2) to inform employees, contractors, or subcontractors about all of the following:
    - i) The dangers of drug abuse in the workplace,
    - ii) SMCS D's policy of maintaining a drug-free workplace,
    - iii) Any available counseling, rehabilitation, and employee assistance programs, and
    - iv) Penalties that may be imposed upon employees, contractors, and subcontractors for drug abuse violations.
  - c) Provide, as required by Government Code Sections 8355(a)(3), that every employee, contractor, and/or subcontractor who works under this Funding Agreement:
    - i) Will receive a copy of SMCS D's drug-free policy statement, and
    - ii) Will agree to abide by terms of SMCS D's condition of employment, contract or subcontract.
- D.17) EASEMENTS:** Where SMCS D or COUNTY acquires property in fee title or funds improvements to real property already owned in fee by SMCS D or COUNTY using State funds provided through this Funding Agreement, an appropriate easement or other title restriction shall be provided and approved by the State. The easement or other title restriction must be in first position ahead of any recorded mortgage or lien on the property unless this requirement is waived by the State. Where SMCS D acquires an easement under this Funding Agreement, SMCS D agrees to monitor and enforce the terms of the easement, unless the easement is subsequently transferred to another land management or conservation organization or entity with State permission, at which time monitoring and enforcement responsibilities will transfer to the new easement owner. Failure to provide an easement acceptable to the State may result in termination of this Funding Agreement.
- D.18) FINAL INSPECTIONS AND CERTIFICATION OF REGISTERED PROFESSIONAL:** Upon completion of the Project, SMCS D shall provide for a final inspection and certification by the appropriate registered professional (California Registered Civil Engineer or Geologist) that the Project has been completed in accordance with submitted final plans and specifications and any modifications thereto and in accordance with the Grant Agreement and this Funding Agreement. SMCS D shall notify the COUNTY and State's Project Manager of the inspection date at least 14 calendar days prior to the inspection in order to provide State and COUNTY the opportunity to participate in the inspection.
- D.19) SMCS D'S RESPONSIBILITIES:** SMCS D and its representatives shall:
- a) Faithfully and expeditiously perform or cause to be performed all Project work as described in Exhibit A, "Work Plan" and in accordance with Project Exhibit B, "Budget" and Exhibit C, "Schedule".

- b) Must maintain eligibility requirements as outlined in the 2021 Guidelines and 2021 PSP and pursuant to Paragraph 12.
- c) Accept and agree to comply with all terms, provisions, conditions, and written commitments of this Funding Agreement, including all incorporated documents, and to fulfill all assurances, declarations, representations, and statements made by SMCS D in the application, documents, amendments, and communications filed in support of its request for funding.
- d) Comply with all applicable California, federal, and local laws and regulations.
- e) Implement the Project in accordance with applicable provisions of the law.
- f) Fulfill its obligations under the Funding Agreement and be responsible for the performance of the Project.
- g) Obtain any and all permits, licenses, and approvals required for performing any work under this Funding Agreement, including those necessary to perform design, construction, or operation and maintenance of the Project. SMCS D shall provide copies of permits and approvals to the COUNTY for submission to State.
- h) Be solely responsible for design, construction, and operation and maintenance of projects within the work plan. Review or approval of plans, specifications, bid documents, or other construction documents by the COUNTY is solely for the purpose of proper administration of funds by the COUNTY and shall not be deemed to relieve or restrict responsibilities of SMCS D under this Funding Agreement.
- i) Be solely responsible for all work and for persons or entities engaged in work performed pursuant to this Funding Agreement, including, but not limited to, contractors, subcontractors, suppliers, and providers of services. SMCS D shall be responsible for any and all disputes arising out of its contracts for work on the Project, including but not limited to payment disputes with contractors and subcontractors. Neither the COUNTY nor the State will mediate disputes between SMCS D and any other entity concerning responsibility for performance of work.

**D.20) GOVERNING LAW:** This Funding Agreement is governed by and shall be interpreted in accordance with the laws of the State of California.

**D.21) INCOME RESTRICTIONS:** SMCS D agrees that any refunds, rebates, credits, or other amounts (including any interest thereon) accruing to or received by SMCS D under this Funding Agreement shall be paid by SMCS D to the COUNTY, to the extent that they are properly allocable to costs for which SMCS D has been reimbursed by the COUNTY under this Funding Agreement. SMCS D shall also include in each of its contracts for work under this Funding Agreement a provision that incorporates the requirements stated within this paragraph.

**D.22) INDEMNIFICATION:** SMCS D shall indemnify and hold and save the COUNTY, its officers, agents, and employees, free and harmless from any and all liabilities for any claims and damages (including inverse condemnation) that may arise out of the Projects and this Funding Agreement, including, but not limited to any claims or damages arising from planning, design, construction, maintenance and/or operation of levee rehabilitation measures for the Project and any breach of this Funding Agreement. SMCS D shall, and shall require its contractors or subcontractors to, name the State, its officers, agents and employees, and the COUNTY, its officers, agents and employees, as additional insured on its liability insurance for activities undertaken pursuant to this Funding Agreement. Without limiting the foregoing, SMCS D expressly agrees to indemnify, defend and hold harmless the COUNTY against any loss or liability, including any repayment obligation, arising out of any claim or action brought against COUNTY by State for breach of the Grant Agreement (or any related cause of actions) based on SMCS D's failure to comply with the terms, provisions, conditions and written commitments set forth herein.

- D.23) INDEPENDENT CAPASMCSD:** SMCS D, and the agents and employees of SMCS D, in the performance of this Funding Agreement, shall act in an independent capacity and not as officers, employees, or agents of the State or the COUNTY.
- D.24) INSPECTION OF BOOKS, RECORDS, AND REPORTS:** SMCS D acknowledges that the State and the COUNTY and their duly authorized representatives shall have the right during regular office hours to inspect and to make copies of any books, records, or reports pertaining to the Grant Agreement and this Funding Agreement or matters related hereto. SMCS D shall maintain and shall make available at all times for such inspection accurate records of all its costs, disbursements, and receipts with respect to its activities under this Funding Agreement. Failure or refusal by SMCS D to comply with this provision shall be considered a breach of this Funding Agreement, and State or COUNTY may withhold disbursements to SMCS D or take any other action they deem necessary to protect their interests.
- D.25) INSPECTIONS OF PROJECT BY STATE AND COUNTY:** The State and COUNTY shall have the right to inspect the work being performed at any and all reasonable times during the term of the Grant Agreement. This right shall extend to any subcontracts, and SMCS D shall include provisions ensuring such access in all its contracts or subcontracts entered into pursuant to this Funding Agreement.
- D.26) LABOR CODE COMPLIANCE:** SMCS D agrees to be bound by all the provisions of the Labor Code regarding prevailing wages and shall monitor all contracts subject to reimbursement from this Funding Agreement to assure that the prevailing wage provisions of the Labor Code are being met. Current Department of Industrial Relations (DIR) requirements may be found at: <http://www.dir.ca.gov/lcp.asp>. For more information, please refer to DIR's *Public Works Manual* at: <http://www.dir.ca.gov/dlse/PWManualCombined.pdf>. SMCS D affirms that it is aware of the provisions of section 3700 of the Labor Code, which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance, and SMCS D affirms that it will comply with such provisions before commencing the performance of the work under this Funding Agreement and will make its contractors and subcontractors aware of this provision.
- D.27) MODIFICATION OF OVERALL WORK PLAN:** At the request of SMCS D, the State and COUNTY may at their sole discretion approve non-material changes to the portions of Exhibits A, B, and C to the Grant Agreement and to the Funding Agreement, respectively, which concern the budget and schedule without formally amending the Grant Agreement or the Funding Agreement. Non-material changes with respect to the work plan are changes that help clarify the original language, addition of tasks without deleting others, and minor edits that will not result in changes to the original scope. Non-material changes with respect to the budget are changes that only result in reallocation of the budget and will not result in an increase in the amount of the Grant and Funding Agreements. Non-material changes with respect to the Project schedule are changes that will not extend the term of the Grant or Funding Agreements. Requests for non-material changes to the budget and schedule must be submitted by SMCS D to the COUNTY for submittal to the State in writing and are not effective unless and until specifically approved by the COUNTY and State's Project Manager in writing.
- D.28) NONDISCRIMINATION:** During the performance of this Funding Agreement, SMCS D and its contractors or subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex (gender), sexual orientation, race, color, ancestry, religion, creed, national origin (including language use restriction), pregnancy, physical disability (including HIV and AIDS), mental disability, medical condition (cancer/genetic characteristics), age (over 40), marital status, and denial of medial and family care leave or pregnancy disability leave. SMCS D and its contractors or subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. SMCS D and its contractors or subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) *et seq.*) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 11000 *et seq.*). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Funding Agreement

by reference and made a part hereof as if set forth in full. SMCSD and its contractors or subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

SMCSD shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Funding Agreement.

- D.29) OPINIONS AND DETERMINATIONS:** Where the terms of this Funding Agreement provide for action to be based upon judgment, approval, review, or determination of either party hereto, such terms are not intended to be and shall never be construed as permitting such opinion, judgment, approval, review, or determination to be arbitrary, capricious, or unreasonable.
- D.30) PERFORMANCE BOND:** Where contractors are used, SMCSD shall not authorize construction to begin until each contractor has furnished a performance bond in favor of SMCSD in the following amounts: faithful performance (100%) of contract value, and labor and materials (100%) of contract value. This requirement shall not apply to any contract for less than \$25,000.00. Any bond issued pursuant to this paragraph must be issued by a California-admitted surety. (Pub. Contract Code, § 7103; Code Civ. Proc., § 995.311.)
- D.31) PRIORITY HIRING CONSIDERATIONS:** If this Funding Agreement includes services in excess of \$200,000, SMCSD shall give priority consideration in filling vacancies in positions funded by the Funding Agreement to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.
- D.32) PROHIBITION AGAINST DISPOSAL OF PROJECT WITHOUT STATE OR COUNTY PERMISSION:** SMCSD shall not sell, abandon, lease, transfer, exchange, mortgage, hypothecate, or encumber in any manner whatsoever all or any portion of any real or other property necessarily connected or used in conjunction with the Project, or with SMCSD's service of water, without prior permission of State and COUNTY. SMCSD shall not take any action, including but not limited to actions relating to user fees, charges, and assessments that could adversely affect the ability of SMCSD to meet its obligations under this Funding Agreement, without prior written permission of State and COUNTY. State or COUNTY may require that the proceeds from the disposition of any real or personal property be remitted to State.
- D.33) PROJECT ACCESS:** SMCSD shall ensure that the COUNTY, the State, the Governor of the State, or any authorized representative of the foregoing, will have safe and suitable access to the Project site at all reasonable times during Project construction and thereafter for the term of this Funding Agreement.
- D.34) REMAINING BALANCE:** In the event SMCSD does not submit invoices requesting all of the funds encumbered under this Funding Agreement, any remaining funds revert to the COUNTY. The COUNTY will notify SMCSD stating that the Project file is closed and any remaining balance will be disencumbered and unavailable for further use under this Funding Agreement.
- D.35) REMEDIES NOT EXCLUSIVE:** The use by either party of any remedy specified herein for the enforcement of this Funding Agreement is not exclusive and shall not deprive the party using such remedy of, or limit the application of, any other remedy provided by law.
- D.36) RETENTION:** Notwithstanding any other provision of this Funding Agreement, SMCSD acknowledges that the State will be withholding ten percent (10%) of the funds requested by COUNTY for reimbursement of Eligible Project Costs until the Project is completed and Final Report is approved. Any retained amounts due to SMCSD will be promptly disbursed to SMCSD, without interest, upon completion of the Project.
- D.37) RIGHTS IN DATA:** SMCSD agrees that all data, plans, drawings, specifications, reports, computer programs, operating manuals, notes and other written or graphic work produced in the performance of this Funding Agreement shall be made available to the State and COUNTY and shall be in the public domain to the extent to which release of such materials is required under the California Public Records Act., Cal. Gov't Code §6250 et seq. SMCSD may disclose, disseminate and use in whole or in part, any

final form data and information received, collected and developed under this Funding Agreement, subject to appropriate acknowledgement of credit to State for financial support. SMCS D shall not utilize the materials for any profit-making venture or sell or grant rights to a third party who intends to do so. The State and COUNTY shall have the right to use any data described in this paragraph for any public purpose.

- D.38) SEVERABILITY:** Should any portion of this Funding Agreement be determined to be void or unenforceable, such shall be severed from the whole and the Funding Agreement shall continue as modified.
- D.39) SUSPENSION OF PAYMENTS:** SMCS D acknowledges that the Grant Agreement may be subject to suspension of payments or termination, or both, and SMCS D may be subject to debarment if the State or COUNTY determines that:
- a) SMCS D, its contractors, or subcontractors have made a false certification, or
  - b) SMCS D, its contractors, or subcontractors violates the certification by failing to carry out the requirements noted in the Grant Agreement.
- D.40) SUCCESSORS AND ASSIGNS:** This Funding Agreement and all of its provisions shall apply to and bind the successors and assigns of the parties. No assignment or transfer of this Funding Agreement or any part thereof, rights hereunder, or interest herein by SMCS D shall be valid unless and until it is approved by COUNTY and made subject to such reasonable terms and conditions as COUNTY may impose.
- D.41) TERMINATION BY SMCS D:** Subject to State and COUNTY approval which may be reasonably withheld, SMCS D may terminate this Funding Agreement and be relieved of contractual obligations. In doing so, SMCS D must provide a reason(s) for termination. SMCS D must submit all progress reports summarizing accomplishments up until termination date.
- D.42) TERMINATION FOR CAUSE:** Subject to the right to cure under Paragraph 11, "Default Provisions," the COUNTY may terminate this Funding Agreement and be relieved of any payments should SMCS D fail to perform the requirements of this Funding Agreement at the time and in the manner herein, provided including but not limited to reasons of default under Paragraph 11.
- D.43) TERMINATION WITHOUT CAUSE:** The COUNTY may terminate this Funding Agreement without cause on 30 days advance written notice. SMCS D shall be reimbursed for all reasonable expenses incurred up to the date of termination provided that the COUNTY receives said funds from the State.
- D.44) THIRD PARTY BENEFICIARIES:** With the exception of the State, as more specifically described herein, the parties to this Funding Agreement do not intend to create rights in, or grant remedies to, any third party as a beneficiary of this Funding Agreement, or any duty, covenant, obligation or understanding established herein.
- D.45) TIMELINESS:** Time is of the essence in this Funding Agreement.
- D.46) UNION ORGANIZING:** SMCS D, by signing this Funding Agreement, hereby acknowledges the applicability of Government Code sections 16645 through 16649 to this Funding Agreement. Furthermore, SMCS D, by signing this Funding Agreement, hereby certifies that:
- a) No funds disbursed by this Funding Agreement will be used to assist, promote, or deter union organizing.
  - b) SMCS D shall account for funds disbursed for a specific expenditure by this Funding Agreement to show those funds were allocated to that expenditure.
  - c) SMCS D shall, where funds are not designated as described in (b) above, allocate, on a pro rata basis, all disbursements that support the program.

d) If SMCS D makes expenditures to assist, promote, or deter union organizing, SMCS D will maintain records sufficient to show that no State funds were used for those expenditures and that SMCS D shall provide those records to the Attorney General upon request.

**D.47) VENUE:** SMCS D agrees that any action arising out of this Funding Agreement shall be filed and maintained in the Superior Court in and for the County of San Luis Obispo. SMCS D hereby waives any existing sovereign immunity for the purposes of this Funding Agreement.

**D.48) WAIVER OF RIGHTS:** None of the provisions of this Funding Agreement shall be deemed waived unless expressly waived in writing. It is the intention of the parties hereto that from time to time either party may waive any of its rights under this Funding Agreement unless contrary to law. Any waiver by either party of rights arising in connection with this Funding Agreement shall not be deemed to be a waiver with respect to any other rights or matters, and such provisions shall continue in full force and effect.

**EXHIBIT E**  
**AUTHORIZING RESOLUTION**

**[INTENTIONALLY OMMITTED]**

## **EXHIBIT F**

### **REPORT FORMATS AND REQUIREMENTS**

The following reporting formats should be utilized.

#### **PROGRESS REPORTS**

Progress reports shall generally use the following format. This format may be modified as necessary to effectively communicate information. The reports should discuss the following at the task level, as organized in Exhibit A Work Plan:

- Percent complete estimate.
- Discussion of work accomplished during the reporting period.
- Milestones or deliverables completed/submitted during the reporting period.
- Scheduling concerns and issues encountered that may delay completion of the task.

Discuss the following, as organized in Exhibit A Work Plan:

- Work anticipated for the next reporting period.
- Photo documentation, as appropriate.
- Any schedule or budget modifications approved by State during the reporting period.

#### **PROJECT COMPLETION REPORT**

Project Completion Reports shall generally use the following format.

**Executive Summary** – Should include a brief summary of Project information and include the following items:

- Brief description of work proposed to be done in the original Grant application.
- Description of actual work completed and any deviations from the work plan identified in this Funding Agreement. List any official amendments to the Grant Agreement or this Funding Agreement, with a short description of the amendment(s).

**Reports and/or Products** – The following items should be provided:

- Final Evaluation report
- Electronic copies of any data collected, not previously submitted
- As-built drawings
- Final geodetic survey information
- Self-Certification that the Project meets the stated goal of the Grant Agreement (e.g., 100-year level of flood protection, HMP standard, PI-84-99, etc.)
- Project photos
- Discussion of problems that occurred during the work and how those problems were resolved
- A final Project schedule showing actual progress versus planned progress

**Costs and Dispositions of Funds** – A list showing:

- The date each invoice was submitted to State
- The amount of the invoice

- The date the check was received
- The amount of the check (If a check has not been received for the final invoice, then state this in this section.)
- A summary of the payments made by SMCS D for meeting its cost sharing obligations under the Grant Agreement.
- A summary of final funds disbursement including:
  - Labor cost of personnel of agency/ major consultant /sub-consultants. Indicate personnel, hours, rates, type of profession and reason for consultant, i.e., design, CEQA work, etc.
  - Project cost information, shown by material, equipment, labor costs, and any change orders
  - Any other incurred cost detail
  - A statement verifying separate accounting of funding disbursements
- Summary of Project cost including the following items:
  - Accounting of the cost of Project expenditures;
  - Include all internal and external costs not previously disclosed; and
  - A discussion of factors that positively or negatively affected the Project cost and any deviation from the original Project cost estimate.

**Additional Information** – Any relevant additional information should be included:

- Benefits derived from the Project, with quantification of such benefits provided, if applicable.
- A final Project schedule showing actual progress versus planned progress as shown in Exhibit B.
- Certification from a California Registered Professional (Civil Engineer or Geologist, as appropriate) that the Project was conducted in accordance with the approved work plan and any approved modifications thereto.
- Submittal schedule for the Post Performance Report and an outline of the proposed reporting format.

## **POST-PERFORMANCE REPORT**

Report should be concise and focus on how the Project is performing compared to its expected performance. The PPR should be following the Methodology Report for the specific project type(s) provided by the State Grant Manager. The PPR should identify whether the project is being operated and maintained. State requirements for all funded projects should be maintained and operated for a minimum of 15 years. If the Project is not being maintained and operated, justification must be provided. A PPR template may be provided by the assigned State Grant Manager upon request. The PPR should follow the general format of the template and provide requested information as applicable. The following information, at a minimum, shall be provided:

### **Reports and/or products**

- Header, including the following:
  - Implementing agency
  - Grant Agreement number
  - Project name
  - Funding grant source
  - Report number
- Post-Performance Report schedule
- Time period of the annual report (e.g., January 2023 through December 2023)
- Project Description summary
- Discussion of the Project benefits
- An assessment of any differences between the expected versus actual Project benefits as stated in the original application. Where applicable, the reporting should include quantitative metrics (e.g., new acre-feet of water produced that year, acres of wildlife habitat added, etc.)
- Summary of any additional costs and/or benefits deriving from the Project since its completion, if applicable

- Any additional information relevant to or generated by the continued operation of the Project

**EXHIBIT G**  
**REQUIREMENTS FOR STATEWIDE MONITORING AND DATA SUBMITTAL**

**Surface and Groundwater Quality Data**

Groundwater quality and ambient surface water quality monitoring data that include chemical, physical, or biological data shall be submitted to the State as described below, with a narrative description of data submittal activities included in Project reports, as described in Exhibit F.

Surface water quality monitoring data shall be prepared for submission to the California Environmental Data Exchange Network (CEDEN). The CEDEN data templates are available on the CEDEN website. Inclusion of additional data elements described on the data templates is desirable. Data ready for submission should be uploaded to your CEDEN Regional Data Center via the CEDEN website. CEDEN website: <http://www.ceden.org>.

If the Project's Work Plan contains a groundwater ambient monitoring element, groundwater quality monitoring data shall be submitted to the State for inclusion in the State Water Resources Control Board's Groundwater Ambient Monitoring and Assessment (GAMA) Program. Information on the GAMA Program can be obtained at: [http://www.waterboards.ca.gov/water\\_issues/programs/gama/](http://www.waterboards.ca.gov/water_issues/programs/gama/). If further information is required, SMCS D can contact the State Water Resources Control Board (SWRCB) GAMA Program. A listing of SWRCB staff involved in the GAMA program can be found at: [http://www.swrcb.ca.gov/water\\_issues/programs/gama/contact.shtml](http://www.swrcb.ca.gov/water_issues/programs/gama/contact.shtml)

**Groundwater Level Data**

For projects that collect groundwater level data, SMCS D will need to submit this data to the State's Water Data Library (WDL), with a narrative description of data submittal activities included in project reports, as described in Exhibit F, "Report Formats and Requirements." Information regarding the WDL and in what format to submit data in can be found at: <http://www.water.ca.gov/waterdatalibrary/>.

## **EXHIBIT H**

### **STATE AUDIT DOCUMENT REQUIREMENTS AND FUNDING MATCH GUIDELINES FOR GRANTEES**

#### **State Audit Document Requirements**

The list below details the documents/records that State Auditors typically reviewed in the event of a Grant Agreement being audited. SMCSD should ensure that such records are maintained for the Project. Where applicable, this list of documents also includes documents relating to SMCSD's funding match which will be required for audit purposes.

#### Internal Controls:

1. Organization chart (e.g., SMCSD's overall organization chart and organization chart for this Funding Agreement-funded Project).
2. Written internal procedures and flowcharts for the following:
  - a) Receipts and deposits
  - b) Disbursements
  - c) State reimbursement requests
  - d) State funding expenditure tracking
  - e) Guidelines, policy(ies), and procedures on State funded Project
3. Audit reports of SMCSD's internal control structure and/or financial statements within the last two years.
4. Prior audit reports on State funded Project.

#### State Funding:

1. Original Funding Agreement, any amendment(s) and budget modification documents.
2. A list of all bond-funded grants, loans or subventions received from the State.
3. A list of all other funding sources for the Project.

#### Contracts:

1. All subcontractor and consultant contracts and related, if applicable.
2. Contracts between SMCSD, member agencies, and Project partners as related to the State funded Project.

#### Invoices:

1. Invoices from vendors and subcontractors for expenditures submitted to the State for payments under the Grant Agreement.
2. Documentation linking subcontractor invoices to State reimbursement requests and related Grant Agreement budget line items.
3. Reimbursement requests submitted to the State for the Grant Agreement.

#### Cash Documents:

1. Receipts (copies of warrants) showing payments received from the State.
2. Deposit slips or bank statements showing deposit of the payments received from the State.
3. Cancelled checks or disbursement documents showing payments made to vendors, subcontractors, consultants, and/or agents under the Grant Agreement.
4. Bank statements showing the deposit of the receipts.

Accounting Records:

1. Ledgers showing entries for funding receipts and cash disbursements of State funds.
2. Ledgers showing receipts and cash disbursement entries of other funding sources.
3. Bridging documents that tie the general ledger to reimbursement requests submitted to the State for the Grant Agreement

Administration Costs:

1. Supporting documents showing the calculation of administration costs.

Personnel:

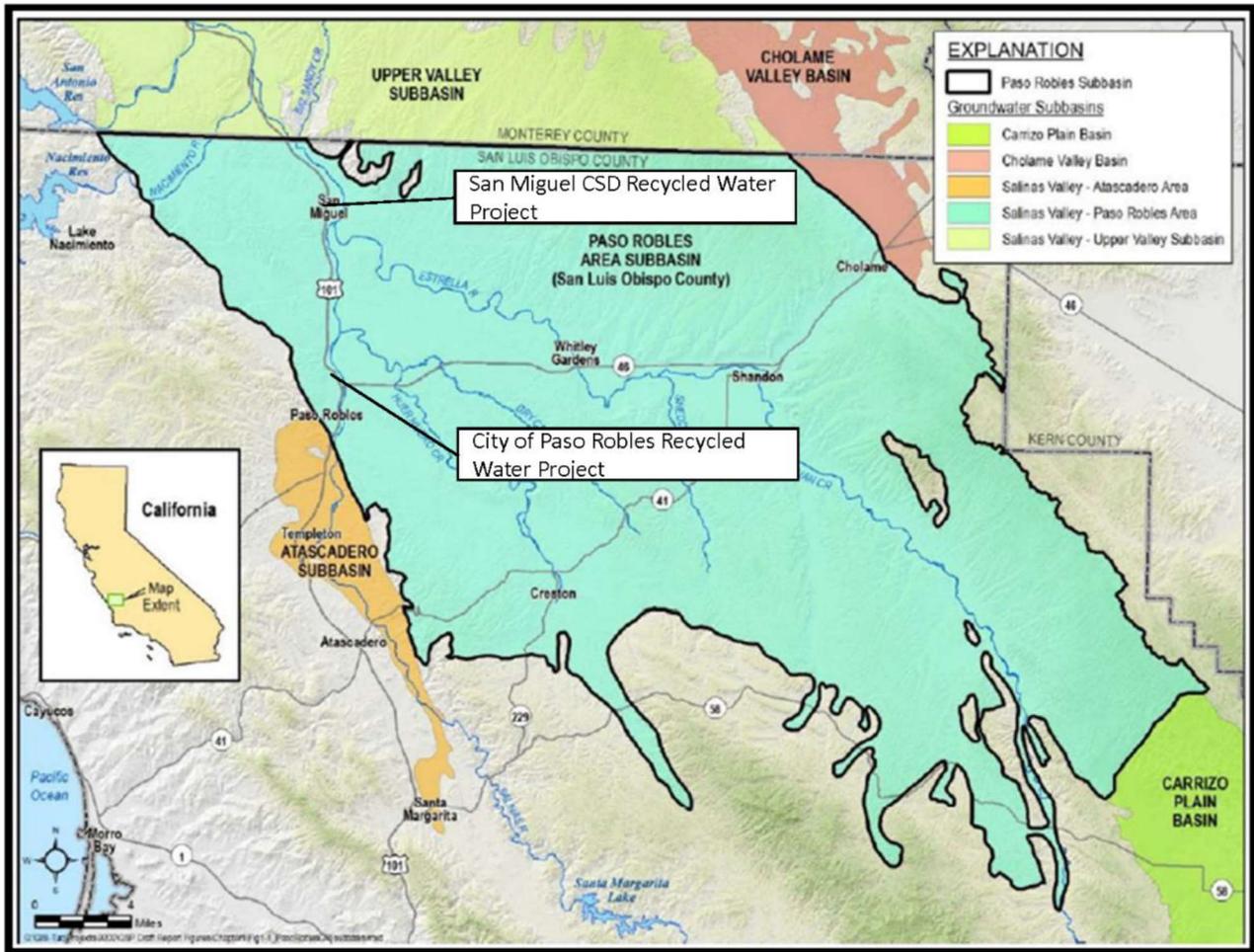
1. List of all contractors and SMCSD staff that worked on the State-funded Project.
2. Payroll records including timesheets for contractor staff and SMCSD personnel who provided services charged to the program.

Project Files:

1. All supporting documentation maintained in the Project files.
2. All Grant Agreement or Funding -related correspondence.

EXHIBIT I  
PROJECT LOCATION

VICINITY MAP



**EXHIBIT J**

**PROJECT MONITORING AND MAINTENANCE PLAN GUIDANCE**

**Introduction** – Should include a brief description of the Project (maximum ~150 words), including Project location, implementation elements, need for the Project (what problem will the Project address) and include the following:

- a) Goals and objectives of Project
- b) Site location and history
- c) Improvements implemented
- d) Monitoring and Maintenance Plan

Detailed monitoring methods and protocols specific to the Project will be provided by the State's Grant Manager. The full monitoring method report is available on the SGM Grant Program website at: [www.water.ca.gov/sgmgrants](http://www.water.ca.gov/sgmgrants).

**Exhibit K**

**LOCAL PROJECT SPONSORS**

**(LEFT BLANK INTENTIONALLY)**

## **Exhibit L**

### **Appraisal Specifications**

For property acquisitions funded by this Funding Agreement, SMCSO must submit an appraisal to the COUNTY for review and approval by the Department of General Services or State's Real Estate Branch prior to reimbursement or depositing State funds into an escrow account. All appraisal reports, regardless of report format, must include all applicable Appraisal Specifications below. Appraisals for a total compensation of \$150,000 or more shall be reported as a Self-Contained Appraisal Report. Appraisals for a total compensation of less than \$150,000 may be reported as a Summary Appraisal Report, which includes all information necessary to arrive at the appraiser's conclusion. Appraisal Specifications 14, 16, 21, 23-25, and 28 shall be narrative analysis regardless of the reporting format.

1. Title page with sufficient identification of appraisal assignment.
2. Letter of transmittal summarizing important assumptions and conclusions, value estimate, date of value and date of report.
3. Table of contents.
4. Assumptions and Limiting Conditions, Extraordinary Assumptions, and Hypothetical Conditions as needed.
5. Description of the scope of work, including the extent of data collection and limitations, if any, in obtaining relevant data.
6. Definition of Fair Market Value, as defined by Code of Civil Procedure, section 1263.320.
7. Photographs of subject property and comparable data, including significant physical features and the interior of structural improvements, if applicable.
8. Copies of Tax Assessor's plat map with the subject marked along with all contiguous assessor's parcels that depict the ownership.
9. A legal description of the subject property, if available.
10. For large, remote or inaccessible parcels, provide aerial photographs or topographical maps depicting the subject boundaries.
11. Three-year subject property history, including sales, listings, leases, options, zoning, applications for permits, or other documents or facts that might indicate or affect use or value.
12. Discussion of any current Agreement of Sale, option, or listing of subject property. This issue required increased diligence since state agencies often utilize non-profit organizations to quickly acquire sensitive-habitat parcels using Option Agreements. However, due to confidentiality clauses, the terms of the Option are often not disclosed to the State. If the appraiser discovers evidence of an Option or the possible existence of an Option, and the terms cannot be disclosed due to a confidentiality clause, then the appraiser is to cease work and contact the client.
13. Regional, area, and neighborhood analyses. This information may be presented in a summary format.
14. Market conditions and trends including identification of the relevant market area, a discussion of supply and demand within the relevant market area, and a discussion of the relevant market factors impacting demand for site acquisition and leasing within the relevant market area. This information may be presented in a summary format.
15. Discussion of subject land/site characteristics (size, topography, current use, elevations, zoning and land use issues, development entitlements, General Plan designation, utilities, offsite improvements, access, land features such as levees and creeks, offsite improvements, easements and encumbrances, covenants, conditions and restrictions, flood and earthquake information, toxic hazards, water rights, mineral rights, toxic hazards, taxes and assessments, etc.).

16. Description of subject improvements including all structures, square footage, physical age, type of construction, quality of construction, condition of improvements and/or identification of any permanent plantings. Discussion of construction cost methodology, costs included and excluded, accrued depreciation from all causes, remaining economic life, items of deferred maintenance and cost to cure, and incurable items. Construction cost data must include cost data source, date of estimate or date of publication of cost manual, section and page reference of cost manual, copies of cost estimate if provided from another source, replacement or reproduction cost method used, and supporting calculations including worksheets or spreadsheets.
17. Subject property leasing and operating cost history, including all items of income and expense.
18. Analysis and conclusion of the larger parcel for partial taking appraisals. For partial taking appraisals, Appraisal Specifications generally apply to the larger parcel rather than an ownership where the larger parcel is not the entire ownership.
19. Include a copy of a recent preliminary title report (within the past year) as an appraisal exhibit. Discuss the title exceptions and analyze the effect of title exceptions on fair market value.
20. For appraisals of partial takings or easements, a detailed description of the taking or easement area including surface features and topography, easements, encumbrances or improvements including levees within the subject partial take or easement, and whether the take area is characteristic of the larger parcel. Any characteristics of the taking area, including existing pre-project levees that render the take area different from the larger parcel must be addressed in the valuation.
21. Opinion of highest and best use for the subject property, based on an in depth analysis supporting the concluded use which includes the detail required by the complexity of the analysis. Such support typically requires a discussion of the four criteria of tests utilized to determine the highest and best use of a property. If alternative feasible uses exist, explain and support market, development, cash flow, and risk factors leading to an ultimate highest and best use decision.
22. All approaches to market value applicable to the property type and in the subject market. Explain and support the exclusion of any usual approaches to value.
23. Map(s) showing all comparable properties in relation to the subject property.
24. Photographs and plat maps of comparable properties.
25. In depth discussion of comparable properties, similarities and differences compared to the subject, adjustments to the comparable data, and discussion of the reliability and credibility of the data as it relates to the indicated subject property value. Improved comparable sales which are used to compare to vacant land subject properties must include an allocation between land and improvements, using methodology similar to methodology used in item 16 above to estimate improvement value when possible, with an explanation of the methodology used.
26. Comparable data sheets.
  - a) For sales, include information on grantor/SMCSD, sale/recordation dates, listed or asking price as of the date of sale, highest and best use, financing, conditions of sale, buyer motivation, sufficient location information (street address, post mile, and/or distance from local landmarks such as bridges, road intersections, structures, etc.), land/site characteristics, improvements, source of any allocation of sale price between land and improvements, and confirming source.
  - b) For listings, also include marketing time from list date to effective date of the appraisal, original list price, changes in list price, broker feedback, if available.
  - c) For leases, include significant information such as lessor/lessee, lease date and term, type of lease, rent and escalation, expenses, size of space leased, tenant improvement allowance, concessions, use restrictions, options, and confirming source. When comparing improved sales to a vacant land subject, the contributory value of the improvements must be segregated from the land value.

27. For appraisals of easements, a before and after analysis of the burden of the easement on the fee, with attention to how the easement affects highest and best use in the after condition. An Easement Valuation Matrix or generalized easement valuation references may be used ONLY as a reference for a secondary basis of value.

28. For partial taking and easement appraisals, valuation of the remainder in the after condition and analysis and identification of any change in highest and best use or other characteristics in the after condition, to establish severance damages to the remainder in the after condition, and a discussion of special and general benefits, and cost to cure damages or construction contract work.

29. There are occasions where properties involve water rights, minerals, or salable timber that require separate valuations. If an appraisal assignment includes water rights, minerals, or merchantable timber that requires separate valuation, the valuation of the water rights, minerals, or merchantable timber must be completed by a credentialed subject matter specialist.

30. For partial taking and easement appraisals, presentation of the valuation in California partial taking acquisition required format.

31. Implied dedication statement.

32. Reconciliation and final value estimate. Include analysis and comparison of the comparable sales to the subject, and explain and support conclusions reached.

33. Discussion of any departures taken in the development of the appraisal.

34. Signed Certification consistent with the language found in Uniform Standards of Professional Appraisal Practice.

35. If applicable, in addition to the above, appraisals of telecommunication sites must also provide:

- a) A discussion of market conditions and trends including identification of the relevant market, a discussion of supply and demand within the relevant market area and a discussion of the relevant market factors impacting demand for site acquisition and leasing within the relevant market area.
- b) An analysis of other (ground and vault) leases comparable to subject property. Factors to be discussed in the analysis include the latitude, longitude, type of tower, tower height, number of rack spaces, number of racks occupied, placement of racks, power source and adequacy, back-up power, vault and site improvements description and location on site, other utilities; access, and road maintenance costs.

**Exhibit M**

**INFORMATION NEEDED FOR ESCROW PROCESSING AND CLOSURE**

SMCSD must provide the following documents to the COUNTY, to be submitted to the State Project Representative during the escrow process. Property acquisition escrow documents must be submitted within the term of this Funding Agreement and after a qualified appraisal has been approved.

- Name and Address of Title Company Handling the Escrow
- Escrow Number
- Name of Escrow Officer
- Escrow Officer's Phone Number
- Dollar Amount Needed to Close Escrow
- Legal Description of Property Being Acquired
- Assessor's Parcel Number(s) of Property Being Acquired
- Copy of Title Insurance Report
- Entity Taking Title as Named Insured on Title Insurance Policy
- Copy of Escrow Instructions in Draft Form Prior to Recording for Review Purposes
- Copy of Final Escrow Instructions
- Verification that all Encumbrances (Liens, Back Taxes, and Similar Obligations) have been Cleared Prior to Recording the Deed to Transfer Title
- Copy of Deed for Review Purposes Prior to Recording
- Copy of Deed as Recorded in County Recorder's Office
- Copy of Escrow Closure Notice

## **EXHIBIT N**

### **INVOICE GUIDANCE FOR ADMINISTRATIVE AND OVERHEAD CHARGES**

The funds provided pursuant to this Funding Agreement may only be used for costs that are directly related to the funded Project. The following provides a list of typical requirements for invoicing, specifically providing guidance on the appropriate methods for invoicing administrative and direct overhead charges.

#### **Administration Charges**

Indirect and General Overhead (i.e., indirect overhead) charges are not an allowable expense for reimbursement. However, administrative expenses that are apportioned directly to the project are eligible for reimbursement. Cost such as rent, office supplies, fringe benefits, etc. can be "Direct Costs" and are eligible expenses as long as:

- There is a consistent, articulated method for how the costs are allocated that is submitted and approved by the Grant Manager. The allocation method must be fully documented for auditors.
- A "fully-burdened labor rate" can be used to capture allowable administrative costs.
- The administrative/overhead costs can never include:
  - Non-project specific personnel and accounting services performed within SMCSD or an LPS' organization
  - Generic markup
  - Tuition
  - Conference fees
  - Building and equipment depreciation or use allowances
- Using a general overhead percentage is never allowed

#### **Labor Rates**

SMCSD must provide the COUNTY (to be provided to State) with supporting documentation for personnel hours (see personnel billing rates letter in example invoice packet). The personnel rate letter should be submitted to the State Grant Manager prior to submittal of the first invoice. The supporting documentation must include, at a minimum, employee classifications that will be reimbursed by grant funds and the corresponding hourly rate range. These rates should be "burdened"; the burdened rate must be consistent with SMCSD's standardized allocation methodology. The supporting documentation should also provide an explanation of what costs make up the burdened rate and how those costs were determined. This information will be used to compare against personnel hours summary table invoice back up documentation. Periodic updates may be needed during the life of the grant which would be handled through a revised billing rate letter.

## Board of Directors Staff Report

December 15, 2022

AGENDA ITEM: 10.8

**SUBJECT:** Recycle water line design and engineering contract (Dodds)

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**SUGGESTED ACTION:** Approve RESOLUTION 2022-67 authorizing the General Manager to contract with Water Systems Consulting (WSC) for the design and engineering of the recycled water line from the Machado WWTF to vineyards as is described in the grant awarded to by DWR.

---

**DISCUSSION:**

The District was awarded a grant by the State Water Board in an amount of \$1,000,000 to design and install a recycled water pipeline between the Machado WWTF and the neighboring vineyards. This pipeline will convey treated effluent from the WWTF to the vineyard for blending with groundwater to be used for irrigating the vineyard. The proposed pipeline alignment carries it across several public and private parcels, including Mission Street, Highway 101 and Union Pacific Railroad. The crossings requiring an increase level of coordination in order to complete the easement and right of entry agreements in a timely manner with minimal delays.

The District has until 2025 to be substantially completed with the project, and it is anticipated that to get to the bid phase of the project it will take upward of a year. Then between six months to a year of construction.

WSC has provided a proposal to perform the necessary design, engineering, and project management to prepare bid and construction plans and specification to meet all local and state agency requirements for the completion of this pipeline.

Their proposed fee is \$119,080 with an additional \$98,275 for surveys, soils engineering, land acquisition, and environmental analysis and reporting. In total the soft cost to get through this project is \$217,355. This cost does not include any hard construction costs.

The costs to complete this project will be reimbursed through the SGMA Prop 1 grant already awarded to the District via SLO County Groundwater Sustainability Department.

As our District engineer WSC is familiar with the needs of the District and this project in particular. This project was not solicited for bids and follows WSCs rates as approved in their contract. In the event that the Board directs this project to be solicited for bids it is likely that only Water Systems Consulting and Wallace Group will bid on it as they both have intimate knowledge of the District and the WWTF project. Wallace group is currently working on the design of the WWTF expansion and Upgrade.

In order to meet the timelines of the supporting grant, is it recommended that the Board award the contract to WSC to allow both the Expansion project and this pipeline project to be completed simultaneously.

After discussion the Board should either approve the proposed resolution and authorize the General Manager and Legal to contract with WSC for this project or direct that this project be sent to bid.

---

**FISCAL IMPACT:**

Approval of this RESOLUTION 2022-67 will authorize the General Manager to contract with WSC in an amount not to exceed \$217,355 including an equal budget adjustment to object 953 (3W water line SGMA)

All costs associated with this grant are eligible for reimbursement through the grant.

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PREPARED BY: Kelly Dodds

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**RESOLUTION NO. 2022-67**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING THE GENERAL  
MANAGER TO ENTER INTO A CONTRACT WITH WATER SYSTEMS CONSULTING TO  
PROVIDE DESIGN AND ENGINEERING SERVICES FOR THE MACHADO WASTEWATER  
TREATMENT FACILITY RECYCLED WATER PIPELINE IN AN AMOUNT NOT TO EXCEED  
\$217,355 WITH CORRESPONDING BUDGET ADJUSTMENTS.**

**WHEREAS**, the San Miguel Community Services District (“District”) operates the Machado Wastewater Treatment Facility within the community; and

**WHEREAS**, the District received a grant in an amount of \$1,000,000 to build a recycled water pipeline from the WWTF to a neighboring vineyard for the beneficial reuse of treated effluent and to offset groundwater pumping; and

**WHEREAS**, costs associated with the design and construction of this pipeline will be reimbursed through the grant; and

**WHEREAS**, Water System Consulting has intimate knowledge of the District and of the current expansion of the WWTF; and

**WHEREAS**, the San Miguel Community Services District Board of Directors (“Board”) authorizes the General Manager to contract with Water Systems Consulting to provide all design work and project management to complete this project; and

**NOW THEREFORE, BE IT RESOLVED**, the Board does hereby resolve, determine, and order as follows:

1. The Board authorizes the General Manager to negotiate and enter into a contract with Water Systems Consulting Inc. in an amount not to exceed \$217,355.
2. The Board authorizes a FY 2022-23 Budget adjustment and fund transfer as follows:  
- Increase to Fund 40 -Expense Object 953 in the amount of \$217,355

On the motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_ and on the following roll call vote, to wit:

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAINING:**

the foregoing Resolution is hereby passed and adopted this 15th day of December 2022.

\_\_\_\_\_  
\_\_\_\_\_, Board President

**ATTEST:**

**APPROVED AS TO FORM AND CONTENT:**

\_\_\_\_\_  
Kelly Dodds, General Manager

\_\_\_\_\_  
Douglas L. White, District General Counsel

**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 10.9**

**SUBJECT:** Fire Department Code Enforcement Violation (Young)

---

**SUGGESTED ACTION:** Proceed with the correctional measures to resolve the Code Enforcement Notice of Violation for the existing conditions at the San Miguel Fire Station.

---

**DISCUSSION:**

Plan check corrections were made and the plans were resubmitted to the County on November 9, 2022. A demolition permit ASB-DEMO2022-00001 was issued on December 6, 2022. Contractors have been contacted and a work schedule is being created.

---

**FISCAL IMPACT:**

Plan check fees in the amount of \$1,327.49 were paid on September 22, 2022. Of that amount \$1,296.58 were refunded as a result of a fee waiver request approval. Current cost for permit fees is \$30.99 for credit card convenience fees. Additional cost are detailed within the District Financial Reports.

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PREPARED BY: Scott Young

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# Construction Permit

COUNTY OF SAN LUIS OBISPO DEPARTMENT OF PLANNING & BUILDING

976 OSOS STREET ROOM 300 SAN LUIS OBISPO, CA 93408 (805) 781-5600/711-TTY/TRS

**Property Owner:** SAN MIGUEL FIRE DISTRICT (923)

**Permit:** Commercial Demolition ASB Essential Services

**Permit #:** ASB-CDEMO2022-00001

**Applied:** 09/20/2022

**Project #:** N/A

**Issued:** 12/06/2022

**Valution:** \$8,070.00

**Expires:** 03/06/2023

## PROJECT DESCRIPTION

DEMOLITION OF UNPERMITTED FIRST (799 SF) AND SECOND FLOOR (815 SF) ADDITION (CODE2022-00043)

## PROJECT DETAILS

**Project Address:**

1150 MISSION ST, SAN MIGUEL 93451

**Community:** San Miguel

**Assessor's Parcel Number:** 021-221-012

**Lot Size:** 0.15 acres

**Height Allowed:** N/A

**Height Proposed:** N/A

**Soil Percolation:** N/A

**Soil Expansive:** N/A

**Inspection Area:** Inspection Zone 5

**Setbacks:**

**Front** N/A

**Left** N/A

**Rear** N/A

**Right** N/A

**Occupancy Class:**

**Type of Construction:** N/A

## APPLICABLE CODES

County Building and Construction Ordinance - Title 19

County Land Use Ordinance - Title 22

2019 California Code of Regulations Title 24

County Coastal Zone Land Use Ordinance - Title 23

County Fire Code Ordinance - Title 16

ASB-CDEMO2022-00001

1



# Construction Permit

COUNTY OF SAN LUIS OBISPO DEPARTMENT OF PLANNING & BUILDING

976 OSOS STREET ROOM 300 SAN LUIS OBISPO, CA 93408 (805) 781-5600/711-TTY/TRS

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## CONTACTS

### Authorized Agent

NELSON BERNAL  
2121 PINE STREET A  
PASO ROBLES, CA 93446  
805-237-3746

### Applicant

NELSON BERNAL  
2121 PINE STREET A  
PASO ROBLES, CA 93446  
805-237-3746

### Primary Owner

SAN MIGUEL FIRE DISTRICT (923)  
PO BOX 180  
SAN MIGUEL, CA 93451-0180

### ZZZ-Accounting

WAIVER - PUBLIC BENEFIT

---

## SPECIAL REQUIREMENTS

### Legend - Description of Letter Code in Condition Title

C = Due at or before the plan correction return   I = Due at or before permit issuance   S = Required at or before foundation inspection  
R = Required at or before framing inspection   F = Required before final inspection

---

### Prior to Corrections

Status

#### BLD-Consent of Owner-C

MET

Written consent of the land owner or proof of ownership is required prior to issuance of permit.

Note: A copy of the property owner's driver's license, form notarization, or other acceptable verification is required to be presented when the permit application is submitted to verify the property owner's signature.

Agent is verified - 8/29/2022

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### Prior to Issuance

Status

#### BLD-CWMP-Recycling Review-I

MET

A Construction Waste Management Plan will need to be submitted for your project, 75% of your construction waste will need to be recycled at an IWMA approved facility or provide the detailed Form for recycling.

#### BLD-Owner/Builder Verification-I

MET

Owner must read the Owner/Builder Notice, complete and submit the Owner/Builder Verification Form PRIOR to permit being issued - UNLESS the permit is being issued to a licensed contractor.

---

### Prior to Foundation

Status

#### BLD-Misc. Hold-Foundation-S

NOT MET

Prior to Foundation please do the following:

See conditions on cover sheet of the plans



# Construction Permit

COUNTY OF SAN LUIS OBISPO DEPARTMENT OF PLANNING & BUILDING

976 OSOS STREET ROOM 300 SAN LUIS OBISPO, CA 93408 (805) 781-5600/711-TTY/TRS

## Prior to Final

## Status

### BLD-CWMP Recycle Compliance-F

**NOT MET**

PRIOR to the final building inspection, the permittee must provide documentation to show compliance with the 75% recycling requirement. To avoid delaying Final Approval, submit ORIGINAL waste handling and recycling receipts at least 7 working days prior to requesting a Final Inspection. Questions may be directed to Michael Byrd at (805) 781-1537. Failure to provide all receipts or to achieve the 75% recycling requirement will prevent the finaling of your project. You can email the receipts to [pl\\_building-recyclingreceipts@co.slo.ca.us](mailto:pl_building-recyclingreceipts@co.slo.ca.us). Please be aware they will need to be readable, clear, and preferably in PDF format, otherwise a printed copy will be needed. Printed copies may be mailed or hand delivered to 976 Osos St., RM 300, San Luis Obispo, CA 93408. Permit number must be included, or receipts will be discarded.

### BLD-Misc. Hold-Final-F

**NOT MET**

Prior to final please do the following:

Provide final report from structural engineer



# Construction Permit

COUNTY OF SAN LUIS OBISPO DEPARTMENT OF PLANNING & BUILDING

976 OSOS STREET ROOM 300 SAN LUIS OBISPO, CA 93408 (805) 781-5600/711-TTY/TRS

## STORMWATER NOTICE TO PROPERTY OWNERS

Construction activity resulting in a land disturbance of one acre or more, or less than one acre but part of a larger common plan of development, must obtain the General Permit for Storm Water Discharges Associated with Construction and Land Disturbance Activities (Construction General Permit) and prepare a Stormwater Pollution Prevention Plan (SWPPP). Construction activity subject to this permit includes clearing, grading, and disturbances to the ground such as stockpiling or excavation.

The Construction General Permit for Stormwater requires property owners, to be responsible for managing stormwater runoff from your site during and after construction. To ensure that construction does not result in stormwater pollution, the owner and their representative in charge of construction are required to utilize Best Management Practices to minimize or eliminate pollutants in stormwater discharge. Construction Best Management Practices are structural controls and practices that primarily emphasize pollution prevention and erosion and sediment control.

This is brought to your attention to ensure that you are aware of the need to implement Best Management Practices for the duration of your construction project and in accordance with post-construction stormwater requirements. Failure to do so may result in the suspension of building permits, a stop-work order, or enforcement action by County Code Enforcement or the Regional Water Quality Control Board.

For additional information on the construction General Permit for Stormwater, please review the Frequently Asked Questions:

[http://www.waterboards.ca.gov/water\\_issues/programs/stormwater/construction.shtml](http://www.waterboards.ca.gov/water_issues/programs/stormwater/construction.shtml)

You may also contact the following County or Regional Water Quality Control Board Staff:

County: Anthony Schuetze (805) 781-5602 or [aschuetze@co.slo.ca.us](mailto:aschuetze@co.slo.ca.us)

County: Elizabeth Szwabowski (805) 781-5725 or [eszwabowski@co.slo.ca.us](mailto:eszwabowski@co.slo.ca.us)

Water Board: David Innis (805) 549-3150 or [david.innis@waterboards.ca.gov](mailto:david.innis@waterboards.ca.gov)



# Construction Permit

COUNTY OF SAN LUIS OBISPO DEPARTMENT OF PLANNING & BUILDING

976 OSOS STREET ROOM 300 SAN LUIS OBISPO, CA 93408 (805) 781-5600/711-TTY/TRS

## LEGAL DECLARATIONS

APPLICANT IS (check one) \_\_\_\_\_ OWNER \_\_\_\_\_ CONTRACTOR

OWNER-BUILDER DECLARATION (if applicant is owner of the property or owner's authorized agent, he/she must certify one of the following statements to be true):

\_\_\_\_\_ I, as owner of the property, or my employees with wages as their sole compensation, will do the work and the structure \_\_\_\_\_ is not offered nor intended for sale.

\_\_\_\_\_ I, as owner of the property, am exclusively contracting with licensed contractors to construct this project.

WORKER COMPENSATION DECLARATION (every applicant owner must certify one of the following statements to be true):

\_\_\_\_\_ I hereby affirm that I have a current certificate of consent to insure or a certificate of workers compensation insurance and that I will maintain this certificate until completion of this project.

\_\_\_\_\_ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the Worker's Compensation Laws of California.

\_\_\_\_\_ OWNER ACKNOWLEDGES SPECIAL REQUIREMENTS.

NOTICE TO APPLICANT: If, after making any of the foregoing declarations, you become subject to any Labor Code or License Law provision, you must comply with such provisions or this permit shall be deemed revoked.

APPLICANT AGREEMENT: I certify that I have read this permit form and state that the information on it and on the permit application is correct. I agree to comply with all County ordinances and state laws relating to building construction and with all special requirements identified on the permit, and I hereby authorize representatives of the County to enter upon the above-mentioned property for inspection purposes. Every permit issued shall become invalid as follows:

- 1) Permits for buildings with a floor area of 1000 square feet or greater shall remain valid for a time period of three years from the date of issuance.
- 2) Permits for buildings with a floor area of less than 1,000 square feet or for other miscellaneous work shall remain valid for a time period of one year from date of issuance.
- 3) Permits for work that was started and/or completed prior to issuance of the permit (also known as "as-built") shall be valid for a time period of 180 days from the date of issuance.

In order to received this permit you may have paid Public Utility Fees, Road Fees, and/or Air Quality Mitigation Fees in the amounts shown on your Statement of Fees and Project Hold Conditions. Pursuant to the Mitigation Fee Act (California Government Code Section 66000 et seq.), the issuance of this permit begins a 90-day period for protesting such fees.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Person signing here is:

\_\_\_\_\_ Actual Applicant

\_\_\_\_\_ Authorized Employee/Partner Applicant

\_\_\_\_\_ Authorized Agent per Consent of Landowner Form

\*\*\* PLEASE CALL USA 1-800-227-2600 UNDERGROUND SERVICE ALERT BEFORE DIGGING \*\*\*



# Construction Permit

COUNTY OF SAN LUIS OBISPO DEPARTMENT OF PLANNING & BUILDING

976 OSOS STREET ROOM 300 SAN LUIS OBISPO, CA 93408 (805) 781-5600/711-TTY/TRS

## Simplified Recycling Plan Excerpt from the Construction Permit Application

### WASTE MANAGEMENT

You need to review the Requirements for Managing Project Waste information on the back of this form and then check the box that fits your project. You must check one of the boxes prior to permit issuance. Note: IWMA Integrated Waste Management Authority.

Are you planning to:

\_\_\_\_\_ A) use an IWMA-certified construction and demolition waste recycling facility? or

\_\_\_\_\_ B) use other recycling and disposal facilities?

If B) is checked, you must fill out Sections 1 & 2 of a Detailed Recycling Plan form and have it approved prior to the permit being issued. For a copy of the Detailed Recycling Plan form, refer to our website at <http://www.sloplanning.org> or contact Building Division at (805) 781-5628.

### LEGAL DECLARATION

I, the owner of record of this property, or authorized agent, have accurately completed this form and declare that all statements herein are true. I acknowledge the responsibility for recycling my project's waste and the penalty for non-compliance. I agree to comply with the requirements of the State Green Code and SLO County's Green Ordinance.

Property Owner/Agent: \_\_\_\_\_  
Date: \_\_\_\_\_

**Seven days prior to Final Inspection you must submit receipts from all of the recycling and landfill facilities that received waste from your project. Final Inspection approval will be delayed until the receipts are submitted and approved. Anticipate when you will need Final Inspection approval.**

Inspection Schedule	
Day(s) of the Week	Area Inspected
Monday, Wednesday, Friday	Oak Shores/Interlake Road
Tuesday, Thursday	Running Deer/Chimney Rock
Wednesday	California Valley/Cuyama
Monday through Friday	All areas other than the exceptions listed above

**Building Inspection Staff**

**Building Division Supervisor**

George Schriefer 805-461-6202

**South County**

Todd Adams 805-781-5476  
Temo Flores 805-781-5626  
John Robles 805-781-4974

**North County**

Juan Wade 805-461-6260  
Keith Ybabien 805-461-6200

**Building Division Manager**

Michael Stoker 805-781-1543

**Chief Building Official**

Cheryl Journey 805-781-1314

**Other Agency Numbers –  
Call Prior to Building Final**

Development Review 805-788-2009  
County Fire 805-543-4244  
Public Works 805-781-5252  
Recycling 805-781-1537

**We have three ways to  
schedule a building inspection,  
and all are available  
24 hours per day, 7 days a week!**

1. Schedule by voicemail:  
**805-788-6602**
2. Schedule by email:  
**pl\_inspections@co.slo.ca.us**
3. Schedule on our website. Login required:  
**https://energov.sloplanning.org/**

When possible, your inspector will try to accommodate your request for a morning or afternoon inspection.

If the road or driveway to your building site is gated, be sure to leave the gate unlocked on the day of inspection or provide a gate code or lock combination.

**To schedule an inspection, you will need:**

1. Permit number.
2. Site address.
3. Type of inspection you are requesting.
4. Inspection date you are requesting.
5. Contact information (name and phone number).
6. Any additional information if applicable (gate code, etc.).



**HOW TO  
SCHEDULE A  
BUILDING  
INSPECTION**

805-788-6602

[pl\\_inspections@co.slo.ca.us](mailto:pl_inspections@co.slo.ca.us)

<https://energov.sloplanning.org/>

**ASB-CDEMO2022-00001**

SAN MIGUEL FIRE DISTRICT (923) / 021-221-012  
Essential Services  
1150 MISSION ST, SAN MIGUEL 93451  
DEMOLITION OF UNPERMITTED FIRST (799 SF)  
AND SECOND FLOOR (815 SF) ADDITION  
(CODE2022-00043)

**County of San Luis Obispo  
Department of Planning and Building**

976 OSOS STREET, ROOM 300  
SAN LUIS OBISPO, CA 93408  
805-781-5600 | TTY/TRS 7-1-1

[www.sloplanning.org](http://www.sloplanning.org)  
[planning@co.slo.ca.us](mailto:planning@co.slo.ca.us)

## Inspection Record Card – Commercial

COUNTY OF SAN LUIS OBISPO  
 PLANNING & BUILDING DEPT.  
 976 OSOS ST., ROOM 200  
 SAN LUIS OBISPO, CA 93408  
 805-781-5600  
[www.sloplanning.org](http://www.sloplanning.org)

Please call 805-788-6602 or email [pl\\_inspections@co.slo.ca.us](mailto:pl_inspections@co.slo.ca.us) one business day before an inspection. The approved plans and inspection card MUST be in an obvious place on site the day of inspection.

**SITE ID OR ADDRESS MUST BE POSTED IN CONSPICUOUS PLACE.**

You may call your inspector between 7:00 – 8:00 a.m. any business day with questions.

PLACE LABEL HERE

### ASB-CDEMO2022-00001

SAN MIGUEL FIRE DISTRICT (923) / 021-221-012  
 Essential Services  
 1150 MISSION ST, SAN MIGUEL 93451  
 DEMOLITION OF UNPERMITTED FIRST (799 SF)  
 AND SECOND FLOOR (815 SF) ADDITION  
 (CODE2022-00043)

**PLEASE COMPLETE ANY SPECIAL REQUIREMENTS LISTED ON THE PERMIT PRIOR TO REQUESTING INSPECTIONS. PARTIAL APPROVALS RECORDED ON REVERSE SIDE.**

### EROSION CONTROL MEASURES MUST BE IN PLACE FOR THE DURATION OF PROJECT

FOUNDATIONS: THESE MUST BE APPROVED BEFORE CONCRETE IS PLACED			
Footings	1500	PregROUT/Shotcrete	1900
Setbacks	1500	Footing (Fence/Ret. Wall)	2100
Ufer Ground	1500	Waterproofing	2100
Concrete Slab	1500	Gravity Wall Tieback	2100
Pier Footings	1500	Wall Drains	2100
Stem Walls	1500	Electrical Tag/Temporary Power	2600
SUB-FLOOR AND UNDER SLAB INSPECTIONS:			
Under-floor Mechanical	2550	Under-slab Electrical	2700
Under-floor Plumbing	2550	Under-slab Mechanical	2700
Joist and Girders	2550	Under-slab Plumbing	2700
Hold-down Anchors	2550	Radiant Floor Heating	2050
Cripple Wall Shear	2550		
<b>*** OSHA APPROVED LADDER MUST BE PROVIDED***</b>			
FRAMING INSPECTIONS: SEE SPECIAL INSPECTION REQUIREMENTS		SUB TRADE INSPECTIONS: THESE MUST BE APPROVED BEFORE INSULATING	
Lateral Shear	2150	Rough Framing	2350
Roof Framing	2150	Rough Electrical	2350
Roof Nailing	2150	Rough Plumbing	2350
Epoxy Bolts (max 6)	2150	Rough Mechanical	2350
Metal Building Frame	1750	Fire Damper/Stopping	2350
Concrete Tilt Up Panels	1100	Roof Drains	2350
LATH / INSULATION / DRYWALL INSPECTIONS: THESE MUST BE APPROVED BEFORE COVERED			
Stucco Lath	2500	Drywall	1250
Insulation – Wall	1550	Fire Caulking	1250
Insulation – Ceiling	1550	Interior Gas Test	1600
Insulation – Roof Deck	1550	Suspended Ceiling Grid (T-Bar)	2350
Insulation – Floor	1550		
OUTDOOR UTILITY INSPECTIONS: THESE MUST BE APPROVED PRIOR TO BACKFILL			
Sewer Line	2800	U/G Gas Line	2450

**PARTIAL APPROVAL STATEMENT**

Inspections recorded on this side are supplemental inspection to those listed on the front of the card.  
**APPROVAL** of each category will be recorded on the front side only.

**SITE ID OR ADDRESS MUST BE POSTED IN A CONSPICUOUS PLACE.**

You may call your inspector between 7:00 – 8:00 a.m. any business day with questions.

**COUNTY OF SAN LUIS OBISPO  
 PLANNING & BUILDING DEPT.  
 976 OSOS ST., ROOM 200  
 SAN LUIS OBISPO, CA 93408  
 805-781-5600  
[www.sloplanning.org](http://www.sloplanning.org)**



<b>FOUNDATIONS: (Date, Initial, Description)</b>	
<b>SUB-FLOOR AND UNDER SLAB INSPECTIONS: (Date, Initial, Description)</b>	
<b>FRAMING INSPECTIONS: (Date, Initial, Description)</b>	<b>SUB TRADE INSPECTIONS: (Date, Initial, Description)</b>
Concrete Tilt Up Panels By Panel # (1100):	
<b>LATH / INSULATION / DRYWALL INSPECTIONS: (Date, Initial, Description)</b>	
	Type I/II Hood (2650):
<b>OUTDOOR UTILITY INSPECTIONS: (Date, Initial, Description)</b>	

**IMPORTANT NOTICE:**

**SITE I.D.**

Please stake out the corners of your proposed structure/structures with bright colored stakes to assist the building inspector in identifying placement.

Failure to do so may cause future delays in your project.

NAME \_\_\_\_\_

APPLICATION NO. \_\_\_\_\_

**ASB-CDEMO2022-00001**

SAN MIGUEL FIRE DISTRICT (923) / 021-221-012  
Essential Services  
1150 MISSION ST, SAN MIGUEL 93451  
DEMOLITION OF UNPERMITTED FIRST (799 SF)  
AND SECOND FLOOR (815 SF) ADDITION  
(CODE2022-00043)

BUILDING DIVISION  
**COUNTY OF SAN LUIS OBISPO**  
**DEPARTMENT OF PLANNING & BUILDING**

## **Board of Directors Staff Report**

**December 15, 2022**

**AGENDA ITEM: 10.10**

**SUBJECT:** Fire Department Temporary Housing Unit (Young)

---

**SUGGESTED ACTION:** Continue discussion on the process required to provide a Temporary Fire Department Staffing Housing Unit including space for a Sheriff's Beat Station

---

**DISCUSSION:**

The Minor Use Permit has been approved with notes. However the notes have not been received at this time.

Construction drawings were submitted to the County of San Luis Obispo on November 29, 2022 and in invoice for the fees was generated.

On November 30, Chief Young received a call from County of Planning and Building Supervisor Michael Stoker stating that the project as submitted would be reclassified and the previously submitted permit application and invoice for fees would be withdrawn and a new application with a modified fee invoice would be submitted by the County Staff.

On December 1, 2022 an email was received from the County of San Luis Obispo Planning and Building Department Staff with a new permit number of CBLD2022-00021 and invoice number of INV2022-20755 reflecting the current assessed fees.

Chief Young paid the invoice for the assessed fees via credit card upon receipt of the invoice.

Later the same day a second email from the County of San Luis Obispo Planning and Building Department Staff was received containing an additional invoice numbered INV2022-20766 containing "some fees that were missed on the first installment invoice".

Once again Chief Young paid the requested fees via credit card.

The construction plans are currently in review.

---

**FISCAL IMPACT:**

Minor Use Permit fees in the amount of \$8,128.13 were paid on October 5, 2022.

Additional construction permit fees were paid on December 1, 2022 in the amount of \$3,583.40.

Total County fees paid to date are \$11,711.53.

The District is waiting on reimbursement of the fees from the County for up to \$5,000.00.

Upon final approval and reimbursement a transfer from the escrow account shall be made to cover the outstanding balance.

---

**PREPARED BY:** Scott Young

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COUNTY OF SAN LUIS OBISPO  
 DEPARTMENT OF PLANNING & BUILDING  
**RECEIPT ( REC2022-22839 ) / FEE PAYMENT - COMPLETE**

**PAYER: INTERNET PAYER**  
 2121 PINE STREET A  
 PASO ROBLES, CA 93446

**PAYMENT DATE:** 12/01/2022

CASE #	CONTACT	INVOICE NUMBER	FEE NAME	REVENUE ACCOUNT	PAID AMOUNT	
ZON2022-01470	NELSON BERNAL	INV2022-20766	L04-Zoning Review TSF-1	1420000-1000000000-142S83PPP -4050070	\$199.00	
		INV2022-20766	PLAN Technology Surcharge Fee	-5911000020- -2600100	\$27.12	
		INV2022-20766	R20-Address Bldg Permit/Pre-Address (per adrs) TSF	1420000-1000000000-142S82PMR -4350665	\$253.00	
ZON2022-01470 - 1140 MISSION SAN MIGUEL CA, 93451					<b>SUB TOTAL</b>	<b>\$479.12</b>

**Online Payment**

Transaction 3840950572 was paid from Discover ending in 4616 for INV2022-20766  
 Authorization Code: 091420 Convenience Fee: \$11.26  
 Total Charge: \$490.38  
*The convenience fee is collected by the payment processor and is not refundable.*

**LINE ITEM TOTAL \$479.12**

**PAYMENT**

METHOD	TYPE	ADDITIONAL INFORMATION	AMOUNT
Internet	Fee Payment	3840950572	\$479.12
<b>Amount Tendered</b>			<b>\$479.12</b>



---

**LINE ITEM TOTAL      \$3,022.00**

**PAYMENT**

<b>METHOD</b>	<b>TYPE</b>	<b>ADDITIONAL INFORMATION</b>	<b>AMOUNT</b>
Internet	Fee Payment	3840934890	\$3,022.00
<b>Amount Tendered</b>			<b>\$3,022.00</b>



COUNTY OF SAN LUIS OBISPO  
DEPARTMENT OF PLANNING & BUILDING  
Fee Waiver Request

ACT-1006  
05/29/2019

**Property Owner Information**

Email: scottkeller@aol.com

Landowner Name: Scott Keller Daytime Phone: 9095540087

Mailing Address: 9681 Nacimiento Lake Drive

City: Paso Robles State: CA Zip: 93446

**Applicant Information**

Email: fireprevention@sanmiguelcsd.org

Applicant Name: San Miguel Fire / Scott Young Daytime Phone: 8054673388

Mailing Address: PO Box 180

City: San Miguel State: CA Zip: 93451

**Property Information**

Case Number(s): CBLD2022-00021

APN(s): 021-221-013, 021-221-014, 021-221-015, 021-221-016, & 021-221-018

**Justification:**

(check & describe all that apply)

**The project is proposed by a volunteer, community, or non-profit organization, AND**

- The proposed project will be available for use by the public at-large and is likely that the project will be used or will benefit more than the residents of the immediate vicinity.
- The project will be of obvious public benefit as evidenced by:
  - The project meets the following need previously identified or recognized by the Board of Supervisors:
  - The project replaces the following other facility that previously provided public benefit:
  - The project provides a facility not presently available in the community
  - The project has generated substantial, obvious community support
  - The project would reduce other County costs or increase other County revenue, described below:
- The fees to be waived will not exceed a total of \$5,000
- The project is deed-restricted Affordable Housing
- The project meets the definition of Workforce Housing

**Other Categories of Waiver:**

- Natural disaster (as declared by the Board of Supervisors)
- Veteran's exemption
- Other: \_\_\_\_\_

ACT-1006  
05/29/2019

# Fee Waiver Request

Attach any necessary documentation to demonstrate how the project meets the justification requirements (including, if applicable, a copy of 501(c) registration paperwork).

Scott Young

Signature

July 12, 2022

Date

Scott Young

Printed Name

Request Received 12/2/2022

**DO NOT WRITE - STAFF USE ONLY:**

Fees waived by Director? Yes  No

Date: December 5, 2022

By: Xzandrea Fowler K. Jewler

Letter sent: Email sent 12/5/2022

Basis for Decision: Public Agency - replacement housing for on duty fire fighters

Amount Waived (if applicable): Not to exceed \$5,000.00, including reimbursement for

BOS Hearing Date (if applicable): N/A

previously paid  
fees associated  
with Invoice

#INV2022-20755  
(Attached)



COUNTY OF SAN LUIS OBISPO  
 DEPARTMENT OF PLANNING & BUILDING  
**INVOICE ( INV2022-20755 )**  
**AS OF 12/01/2022**

**BILL TO:** NRB DRAFTING SERVICES, INC  
 2121 PINE STREET A  
 PASO ROBLES, CA 93446

**INVOICE DATE:** 12/01/2022  
**INVOICE DUE DATE:** 12/01/2022

CASE #	CONTACT	FEE NAME	PAYMENT DATE	FEE AMT	PAID	DUE
CBLD2022-00021	NELSON BERNAL	First Installment				
		Accessibility-1		\$352.00	\$0.00	\$352.00
		Commercial Coach-1		\$541.00	\$0.00	\$541.00
		Electrical Service, New-1		\$279.00	\$0.00	\$279.00
		L15-Condition Compliance - LU / SUB - Tier I TSF-1		\$887.00	\$0.00	\$887.00
		Sewer, Building-1		\$289.00	\$0.00	\$289.00
		X76A-PW Bldg Permit Rev-Coml-1		\$345.00	\$0.00	\$345.00
		X76B-Acct Transfer Fee TSF-1		\$4.00	\$0.00	\$4.00
		Y02-Scan Hard Copy Plans TSF-1		\$325.00	\$0.00	\$325.00
		First Installment		\$3,022.00	\$0.00	\$3,022.00
1140 MISSION ST SAN MIGUEL CA, 93451		<b>SUB TOTAL</b>		<b>\$3,022.00</b>	<b>\$0.00</b>	<b>\$3,022.00</b>

**INVOICE TOTAL \$3,022.00 \$0.00 \$3,022.00**

These fees may be adjusted prior to issuance.  
 This statement does not reflect all fees assessed by other agencies such as Road and School Fees.

976 OSOS STREET, ROOM 300 | SAN LUIS OBISPO, CA 93408 | (805) 781-5600/711-TTY/TRS  
[www.sloplanning.org](http://www.sloplanning.org) | [planning@co.slo.ca.us](mailto:planning@co.slo.ca.us)



COUNTY OF SAN LUIS OBISPO DEPARTMENT OF PLANNING & BUILDING Construction Permit Application

BLD-1038 06/12/2019

County of SLO M 29 NOV JG Planning & Bldg

CBILD2022-00021 KELLER FRANCES M TRE / 021-221-016 Essential Services 1140 MISSION ST., SAN MIGUEL 93451 MANUFACTURED MULTI-FAMILY BUILDING (1,166 SF) FOR SAN MIGUEL FIRE DEPARTMENT

PROPERTY INFORMATION

Assessor Parcel Number(s): 021-221-015-016 Parcel Size Address: 1140 MISSION ST. SAN MIGUEL, CA

APPLICANT/PROFESSIONAL INFORMATION (Select contact type Agents need Consent of Property Owner form)

Landowner Name: KELLER TRUST / SCOTT YOUNG Mailing Address: 9681 NACLIENTE LAKE DR. PASO ROBLES Email: Phone: (805) 461-3700 Licensed Professional License #: Email: Licensed Contractor License #: Email: Agent for Contractor OR Owner: NELSON R. BERNAL Mailing Address: 2121 PINE ST. 'A' PASO ROBLES, CA 93446 Email: NELSON@PREDRATION.COM Phone: (805) 237-3746

PROJECT INFORMATION (This section must be filled out completely)

Scope of Work: CONSTRUCT Valuation: \$ Occupancy: R-3 Type of Construction: VB Structure Info: Conditioned Area 1166 sq. ft. Unconditioned Area sq. ft. Deck/Porch/Patio sq. ft. Retaining Wall Length lin. ft. Bedrooms 3 Bathrooms 2 Stories 1 Roof Height ft. Utilities: Well Septic Public Grading: Cut 20 c.y. Fill 20 c.y. Total 40 c.y. Slope: 3% Max Slope where Grading Occurs 3% Area of Disturbance 1050 sq. ft. Impervious Surface Area: 2000 sq. ft. (May be referred to Public Works for Stormwater)

WASTE MANAGEMENT - RECYCLING PLAN: (Choose one of the following)

- A) use an Integrated Waste Management Authority (IWMA)-certified construction and demolition waste recycling facility? B) use other recycling and disposal facilities? (complete Detailed Recycling Form)

BY MY SIGNATURE BELOW, I CERTIFY TO EACH OF THE FOLLOWING:

- I am the property owner, contractor, or am authorized to act on the property owner's behalf, and the information I have provided above is correct. I acknowledge that I have read and understand the information contained herein. I agree to comply with all applicable county ordinances and state laws relating to building construction. I authorize representatives of this county to enter the above-identified property for inspection purposes. My construction permit application is public record and is therefore published in the weekly reports on the San Luis Obispo County Planning and Building Department's website, as well as in the public information area. All references to names, addresses, telephone numbers, and project information will be part of this public record. All applications must be filed under the property owner's name and address; however, I may use an alternate contact address and telephone number. I acknowledge my application will expire after 360 days (90 days for As-built permit applications), if not issued by that time. FOR CONTRACTORS ONLY: I hereby affirm under penalty of perjury that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature of Owner/Authorized Agent Date Signature of Contractor Date

# Construction Permit Application

BLD-1038  
06/12/2019

### DISCLOSURES (please initial 'yes' or 'no' for each)

- Yes  No I have signed and completed the required **Hazardous Waste and Substances Statement** form (BLD-1008).
- Yes  No This project requires me to obtain a D.O.S.H. Hazardous Activities Permit.
- Yes  No I hereby affirm under penalty of perjury that there is a construction lending agency for the performance of the work for which this permit is issued (Section 3097, Civil Code).

Name & Address of Lender: \_\_\_\_\_

### OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractors' State License Law for the reason(s) indicated below by the checkmark(s) I have placed next to the applicable item(s) (Section 7031.5, Business and Professions Code: Any city or county that requires a permit to construct, alter, improve, demolish, or repair any structure, prior to its issuance, also requires the applicant for the permit to file a signed statement that he or she is licensed pursuant to the provisions of the Contractors' State License Law (Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code) or that he or she is exempt from licensure and the basis for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars (\$500).):

- I, as owner of the property, or my employees with wages as their sole compensation, **will do**  all of or  portions of the work, and the structure is not intended or offered for sale (Section 7044, Business and Professions Code: The Contractors' State License Law does not apply to an owner of property who, through employees' or personal effort, builds or improves the property, provided that the improvements are not intended or offered for sale. If, however, the building or improvement is sold within one year of completion, the Owner-Builder will have the burden of proving that it was not built or improved for the purpose of sale.).
- I, as owner of the property, am exclusively contracting with licensed Contractors to construct the project (Section 7044, Business and Professions Code: The Contractors' State License Law does not apply to an owner of property who builds or improves thereon, and who contracts for the projects with a licensed Contractor pursuant to the Contractors' State License Law.).
- I am exempt from licensure under the Contractors' State License Law for the following reason: \_\_\_\_\_

I have signed and completed the **Owner-Builder Acknowledgment** form (BLD-1006)

By my signature below I acknowledge that, except for my personal residence in which I must have resided for at least one year prior to completion of the improvements covered by this permit, I cannot legally sell a structure that I have built as an owner-builder if it has not been constructed in its entirety by licensed contractors. I understand that a copy of the applicable law, Section 7044 of the Business and Professions Code, is available upon request when this application is submitted or at the following website:  
<http://leginfo.legislature.ca.gov/>

\* Signature of Owner/Authorized Agent: \_\_\_\_\_

Date: 7/20/22

### WORKERS' COMPENSATION DECLARATION

**WARNING:** Failure to secure workers' compensation coverage is unlawful, and shall subject an employer to criminal penalties and civil fines up to one hundred thousand dollars (\$100,000), in addition to the cost of compensation, damages as provided for in Section 3706 of the Labor Code, interest, and attorney's fees. I hereby affirm under penalty of perjury one of the following declarations:

- I have and will maintain a certificate of consent to self-insure for workers' compensation, issued by the Director of Industrial Relations as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.
- I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are:  
Carrier: \_\_\_\_\_ Policy Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name of Agent \_\_\_\_\_ Phone Number: \_\_\_\_\_

I certify that, in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and agree that, if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

\* Signature of Owner/Authorized Agent/ Contractor: \_\_\_\_\_

Date: 7/20/22

**NOTE:** Applications will become null and void if not issued within 360 days from application (90 days for As-built permit applications), and applicant will need to resubmit and repay fees.



COUNTY OF SAN LUIS OBISPO  
DEPARTMENT OF PLANNING & BUILDING

BLD-1008  
06/12/2019

Hazardous Waste and Substances Statement

Project Title: KELLER Project APN(s): 021-221-0157016

Per Government Code section 65962.5, known as the 'Cortese List' (AB3750), I have consulted the following website link to determine if the subject property contains any of the listed hazardous wastes or substances:

[www.calepa.ca.gov/SiteCleanup/CorteseList](http://www.calepa.ca.gov/SiteCleanup/CorteseList)

- List of Hazardous Waste and Substances sites from Department of Toxic Substances Control (DTSC) EnviroStor database.
- List of Leaking Underground Storage Tank Sites by County and Fiscal Year from Water Board GeoTracker database.
- List of solid waste disposal sites identified by Water Board with waste constituents above hazardous waste levels outside the waste management unit (PDF).
- List of "active" CDO and CAO from Water Board. Please Note: This list contains many Cease and Desist Orders and Cleanup and Abatement Orders that do NOT concern the discharge of wastes that are hazardous materials.
- List of hazardous waste facilities subject to corrective action pursuant to Section 25187.5 of the Health and Safety Code, identified by DTSC.

After consultation with each of the lists provided on the above website, I verify that the subject parcel(s) and proposed development (and any alternative development sites, if applicable):

Is not included on any of the lists found on the above-referenced website.

Is included on one or more of the lists found on the above-referenced website. Pursuant to Section 65962.5 of the Government Code, the following information is provided related to this site/application:

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Address of Site (street name & number if available, City, State and ZIP Code): \_\_\_\_\_

Local Agency (city/county): \_\_\_\_\_

Assessor's Book, Page, and Parcel Number: \_\_\_\_\_

Specify any list pursuant to Section 65962.5 of the Government Code: \_\_\_\_\_

Regulatory Identification Number: \_\_\_\_\_

Date of List: \_\_\_\_\_

Property Owner / Authorized Agent		
Name <u>Scott Young</u>	Phone Number <u>805-467-3386</u>	Email <u>FIREPREVENTION@SAUMIGUERRESO.026</u>
Signature 		Date <u>7/20/22</u>



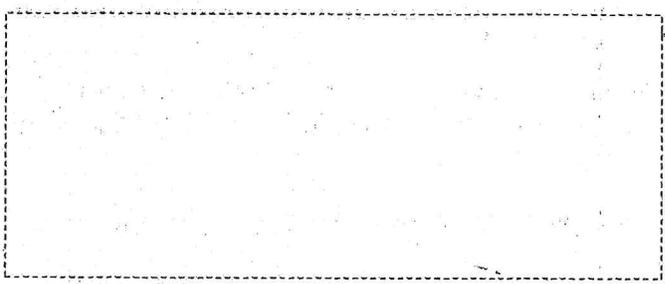
COUNTY OF SAN LUIS OBISPO  
DEPARTMENT OF PLANNING & BUILDING

BLD-1012  
06/12/2019

Site Check Waiver and Checklist

Site Plan and Project Layout Checklist

- North arrow
- Exterior property boundaries / dimensions shown
- All existing and proposed structures identified, including their proposed uses
- Dimensions for all existing and proposed structures
- Distances between all existing & proposed structures and between all structures & the property lines
- Location of all existing and proposed wells and the location of all wells within 100 feet of the property
- Location of septic tank and leach field
- Location of any creeks, streams, rivers, or lakes
- Distances between well(s), septic tank, leach field and creek, streams, rivers or lakes
- Location of proposed and existing driveways
- Location of off-street parking spaces, number of spaces, and dimensions
- Location of adjacent streets and alleys
- Location of all easements (water, sewer, road, open-space, etc.)
- Path of drainage on and off the property
- Vicinity map – (Please attach)



Site Check Waiver Request – Statement of Compliance:

I / We understand this request is to waive your department's preliminary site inspection prior to permit issuance. The purpose of this inspection is to identify any special site specific circumstances such as drainage, expansive soil conditions, high ground water, unstable soil, foundation or other concerns that affect the project's design or scope of work.

I / We certify that, to the best of my/our knowledge, none of the above conditions exists on the site or, if any do exist, the project has been designed to mitigate them.

I / We acknowledge our responsibility to complete all work in accordance with the requirements of the applicable codes, including but not limited to the construction and land use ordinances.

I / We agree to comply with any additional requirements identified by the county building inspector during the construction process.

I / We agree to stop work at the Building Inspector's request and obtain the services of a professional engineer or architect, licensed in California, to design all necessary corrective measures.

<b>Property Owner / Authorized Agent</b>	
Name <i>SCOTT YOUNG</i>	<input type="checkbox"/> Authorized Agent <input checked="" type="checkbox"/> Property Owner
Signature <i>[Handwritten Signature]</i>	Date <i>7/20/22</i>

\*



COUNTY OF SAN LUIS OBISPO  
DEPARTMENT OF PLANNING & BUILDING

BLD-1005  
06/12/2019

Consent of Property Owner

I (we) the undersigned owner of record of the fee interest in the parcel of land located at (address): MISSION ST. SAN PIAVEL, CA, identified as Assessor Parcel Number 021-221-015/016 for which a construction permit, land use permit, land division, general plan or ordinance amendment, or LAFCo application referral is being filed with the county requesting approval for: CONSTRUCTION PERMIT (specify type of project, e.g., addition to a single family residence; general plan amendment), do hereby certify that:

- Such application may be filed and processed with my (our) full consent, and that I (we) have authorized the agent named below to act as my (our) agent in all contacts with the county and to sign for all necessary permit applications in connection with this matter. Permits shall be issued to a licensed contractor or an **Owner/Builder Acknowledgment** form (BLD-1006) will be completed prior to permit issuance.
- I (we) hereby grant consent to the County of San Luis Obispo, its officers, agents, employees, independent contractors, consultants, sub-consultants and their officers, agents, and employees to enter the property identified above to conduct any and all surveys and inspections that are considered appropriate by the inspecting person or entity to process this application. This consent also extends to governmental entities other than the county, their officers, agencies, employees, independent contractors, consultants, sub-consultants, and their officers agents or employees if the other governmental entities are providing review, inspections and surveys to assist the county in processing this application. This consent will expire upon completion of the project.
- If prior notice is required for an entry to survey or inspect the property. Please contact:  
Name \_\_\_\_\_  
Daytime Telephone Number \_\_\_\_\_
- I (we) hereby give notice of the following concealed or unconcealed dangerous conditions on the property (dogs, hazardous materials or specify none):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BEFORE A BUILDING PERMIT APPLICATION CAN BE ACCEPTED,  
THIS FORM MUST BE COMPLETED AND SIGNED BY THE PROPERTY OWNER  
AND RETURNED TO THE AGENCY RESPONSIBLE FOR ISSUING THE PERMIT.**

BLD-1005  
06/12/2019

### Consent of Property Owner

Property Owner Name <i>SCOTT KELLER / SCOTT YOUNG</i>	Permit #	Date
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Person or entity granting consent:

Property Owner			
Name <i>SCOTT YOUNG</i>	Phone Number <i>805-467-3380</i>	Email <i>FIRE PREVENTION @ SAN MIGUEL.CSD.CA.GOV</i>	
Mailing Address <i>PO BOX 180</i>	City <i>SAN MIGUEL</i>	State <i>CA</i>	Zip Code <i>93451</i>
Signature of Property Owner <i>[Signature]</i>			

\*

Note: A copy of the property owner's driver license, notarization, or other acceptable verification is required to be presented to verify the property owner's signature.

*✓ ID verified  
11/22/22 TC*

Authorized Agent			
Name <i>NELSON R. BERNAL</i>	Phone Number <i>(805) 237-3746</i>	Email	
Mailing Address <i>2121 PINE ST A</i>	City <i>PASO ROBLES</i>	State <i>CA</i>	Zip Code <i>93446</i>
Signature of Authorized Agent <i>[Signature]</i>			

**BEFORE A BUILDING PERMIT APPLICATION CAN BE ACCEPTED,  
THIS FORM MUST BE COMPLETED AND SIGNED BY THE PROPERTY OWNER  
AND RETURNED TO THE AGENCY RESPONSIBLE FOR ISSUING THE PERMIT.**



COUNTY OF SAN LUIS OBISPO  
DEPARTMENT OF PLANNING & BUILDING  
Owner-Builder Acknowledgment

BLD-1006  
06/12/2019

Dear Property Owner:

An application for a building permit, number

PMT \_\_\_\_\_ has been submitted in your name listing yourself as the builder of the property improvements specified at (project address):

[Empty dashed box for project address]

We are providing you with an Owner-Builder Acknowledgment and Information Verification Form to make you aware of your responsibilities and possible risk you may incur by having this permit issued in your name as the Owner-Builder. We will not issue a building permit until you have read, initialed your understanding of each provision, signed, and returned this form to us at our official address indicated. **An agent of the owner cannot execute this notice unless you, the property owner, obtain the prior approval of the San Luis Obispo County Building Official.**

**Owner's Acknowledgment and Verification of Information Directions:**

*Read and initial each statement below to signify you understand or verify this information.*

*[Signature]* 1. I understand a frequent practice of unlicensed persons is to have the property owner obtain an "Owner-Builder" building permit that erroneously implies that the property owner is providing his or her own labor and material personally. I, as an Owner-Builder, may be held liable and subject to serious financial risk for any injuries sustained by an unlicensed person and his or her employees while working on my property. My homeowner's insurance may not provide coverage for those injuries. I am willfully acting as an Owner-Builder and am aware of the limits of my insurance coverage for injuries to workers on my property.

*[Signature]* 2. I understand building permits are not required to be signed by property owners unless they are responsible for the construction and are not hiring a licensed Contractor to assume this responsibility.

*[Signature]* 3. I understand as an "Owner-Builder" I am the responsible party of record on the permit. I understand that I may protect myself from potential financial risk by hiring a licensed Contractor and having the permit filed in his or her name instead of my own.

*[Signature]* 4. I understand Contractors are required by law to be licensed and bonded in California and to list their license numbers on permits and contracts.

*[Signature]* 5. I understand if I employ or otherwise engage any persons, other than California licensed Contractors, and the total value of my construction is at least five hundred dollars (\$500), including labor and materials, I may be considered an "employer" under state and federal law.

*[Signature]* 6. I understand if I am considered an "employer" under state and federal law, I must register with the state and federal government, withhold payroll taxes, provide workers' compensation disability insurance, and contribute to unemployment compensation for each "employee." I also understand my failure to abide by these laws may subject me to serious financial risk.

*[Signature]* 7. I understand under California Contractors' State License Law, an Owner-Builder who builds single-family residential structures cannot legally build them with the intent to offer them for sale, unless all work is performed by licensed subcontractors and the number of structures does not exceed four within any calendar year, or all of the work is performed under contract with a licensed general building Contractor.

(continued on page 2)

# Owner-Builder Acknowledgment

SS 8. I understand as an Owner-Builder if I sell the property for which this permit is issued, I may be held liable for any financial or personal injuries sustained by any subsequent owner(s) that result from any latent construction defects in the workmanship or materials.

SS 9. I understand I may obtain more information regarding my obligations as an "employer" from the Internal Revenue Service, the United States Small Business Administration, the California Department of Benefit Payments, and the California Division of Industrial Accidents. I also understand I may contact the California Contractors' State License Board (CSLB) at 1-800-321-CSLB (2752) or

www.cslb.ca.gov for more information about licensed contractors.

SS 10. I am aware of and consent to an Owner-Builder building permit applied for in my name, and understand that I am the party legally and financially responsible for proposed construction activity at the following address:

SS 11. I agree that, as the party legally and financially responsible for this proposed construction activity, I will abide by all applicable laws and requirements that govern Owner-Builders as well as employers.

SS 12. I agree to notify the issuer of this form immediately of any additions, deletions, or changes to any of the information I have provided on this form.

Licensed contractors are regulated by laws designed to protect the public. If you contract with someone who does not have a license, the Contractors' State License Board may be unable to assist you with any financial loss you may sustain as a result of a complaint. Your only remedy against unlicensed contractors may be in civil court. It is also important for you to understand that if an unlicensed contractor or employee of that individual or firm is injured while working on your property, you may be held liable for damages. If you obtain a permit as Owner-Builder and wish to hire contractors, you will be responsible for verifying whether or not those contractors are properly licensed and the status of their Workers' Compensation insurance coverage.

Before a building permit can be issued, this form must be completed and signed by the property owner and returned to the County of San Luis Obispo Building Department for issuing the permit.

<b>Property Owner</b>			
Name	Phone Number	Email	
SCOTT YOLLY	805-467-3388	PREVENTION@CSANMIGUEL.CSD.026	
Mailing Address	City	State	Zip Code
PO BOX 180	SAN MIGUEL	CA	93451
Signature of Property Owner			
* 			

**Note:** A copy of the property owner's driver license, notarization, or other acceptable verification is required to be presented to verify the property owner's signature.



COUNTY OF SAN LUIS OBISPO  
DEPARTMENT OF PLANNING & BUILDING  
Landscape Information Form

LNG-1010  
06/12/2019

Departmental  
Use Only  
  
Do Not Mark

**Property Information**

Assessor Parcel Number(s): 021-221-015/016 Lot Size: \_\_\_\_\_  
Address: MISSION ST., SAN MIGUEL CA

**Contact For Landscape Information**

Name: SCOTT YOUNG  
Mailing Address: 9801 VINA WAY  
Email: \_\_\_\_\_ Phone: (805) 467-3388

**Project**

Project Type:  new dwelling  commercial  rehab  other \_\_\_\_\_

Currently this project does not include landscaping. I am aware that future landscape installations may be required to comply with the Model Water Efficient Landscape Ordinance (MWELO) requirements per California Code of Regulations, Title 23, Division 2, Chapter 2.7.

This project does incorporate landscaping. (Please provide the information below specific to the landscape area which will be completed as part of the project and specify the compliance method to be used).

**Project Information**  
Total Landscape Area (sq. ft.): \_\_\_\_\_ Turf Area (sq. ft.): \_\_\_\_\_  
Non-Turf Area (sq. ft.): \_\_\_\_\_  
Special Landscape Area (edible plants or areas irrigated with recycled water (sq. ft.): \_\_\_\_\_  
Water Type:  Potable  Recycled  Well  
Name of Water Purveyor (if not served by private well): \_\_\_\_\_

**Compliance Method**

- Performance (Items included in Performance Checklist is included on plans)
- Prescriptive (Items included in Prescriptive Checklist is included on plans)
- Exempt Under 500 sq. ft.

**By My Signature Below, I Certify to Each of the Following:**

I am the property owner, contractor, or am authorized to act on the property owner's behalf, and the information I have provided above is correct. I acknowledge that I have read and understand the information contained herein.

[Signature] \_\_\_\_\_ 7/20/22  
Signature of Owner / Authorized Agent Date

**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 12.1**

**SUBJECT:**

**CONFERENCE WITH LABOR NEGOTIATORS**

Agency designated representative: Kelly Dodds, General Manager / Douglas L. White, General Counsel

Represented Employee union: San Miguel Employee Association (SMEA)

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**SUGGESTED ACTION:** Discussion

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**DISCUSSION:**

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**FISCAL IMPACT:**

None

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**PREPARED BY:** Kelly Dodds

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**Board of Directors  
Staff Report**

**December 15, 2022**

**AGENDA ITEM: 12.2**

**SUBJECT: CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:1

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**SUGGESTED ACTION:** Discussion

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**DISCUSSION:**

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**FISCAL IMPACT:**

None

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**PREPARED BY:** Kelly Dodds

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